

# OVERTON EAGLES

Overton Public School 24-0004  
P.O. Box 310 401 7th Street  
Overton, NE 68863-0310



Mark A. Aten, *Superintendent*  
Brian Fleischman, *PreK-4 Principal*  
Bill Johnson, *5-12 Principal*  
Jody Skallberg, *Counselor*  
Brian Fleischman, *Activities Director*

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Phone: (308) 987-2424 • Fax: (308) 987-2349 • [www.overtoneagles.org](http://www.overtoneagles.org)

NOTICE OF MEETING  
BOARD OF EDUCATION  
OF OVERTON, NEBRASKA

NOTICE IS HEREBY GIVEN, that a meeting of the Overton Public School Board of Education, of Overton, Nebraska will be held at 7:30 p.m. on Monday, June 8, 2026, at the Overton Public School LMC, which meeting is open to the public. An agenda for such meeting kept continuously current, is available for public inspection at the office of the Superintendent, in the Overton Public School Building, 401 7<sup>th</sup> Street, Overton, Nebraska.

Jared Walahoski  
Secretary of the Board

*Board of Education*  
Heather Brennan Clayton Jeffries Logan Kizer Gordon Lassen Joel Meier Jared Walahoski

Overton Public Schools  
Overton Board of Education

Minutes of the Regular Board of Education Meeting  
Overton Public School District 24-0004

**Board President or Presiding Officer: Meeting to Order and Roll Call.**

The **June 8, 2026**, the regular monthly meeting of the Overton Public School Board of Education is called to order at 7:30 p.m. in the school LMC and is now in session. Roll call.

	Present	Absent
Brennan	_____	_____
Jeffries	_____	_____
Kizer	_____	_____
Lassen	_____	_____
Meier	_____	_____
Walchoski	_____	_____

**Excuse the absence of board member** \_\_\_\_\_

		Yes	No
Present	Absent		
	Brennan	_____	_____
	Jeffries	_____	_____
	Kizer	_____	_____
	Lassen	_____	_____
	Meier	_____	_____
	Walchoski	_____	_____

**Vote** \_\_\_\_\_

**Compliance Statement:** To be in compliance with LB 898, the Nebraska Open Meetings Law, I would like to inform the public that a copy of the Open Meetings Law is posted near the LMC check-out counter. This meeting has been published in the **June 2, 2026**, edition of The Lexington Clipper-Herald and posted on the south doors of the school, Post Office, school’s web site and the Security First Bank. There are board packets provided for the public on the iPads found on the LMC counter.

**Public Comment:** At this time, visitors may address the board. The board welcomes patrons, and we appreciate your attendance at this board meeting. Members of the public are encouraged to share their thoughts and ideas with the board during the agenda item labeled “Public Comment”. This is the only time during this meeting when the public may speak. Comments or questions from the audience at any other time during the meeting will be declared out of order. Any person wishing to speak must abide by and adhere to board policies. Everyone wishing to speak must complete a speaker card (cards are located at the table near the entrance of the room). The board will receive public comments in order as printed on the speaker cards received. Everyone who comes forward must state your name, address, the name of any organization being represented, and the topic you are interested in before you begin. The total time allotted for public comments will not exceed thirty minutes and each member of the public will be allotted not more than five minutes to address the Board. If a group wishes to speak on the same topic, please designate one spokesperson for the group. The board will not respond to comments or questions. The board will not act on the comments presented by the speakers but will direct the comments to appropriate staff members. If any person is considered unruly, abusive, or otherwise disruptive, the Board President may prohibit the person from speaking further or have the

person removed from the meeting. The board will now receive public comments printed on the speaker cards received.

Guests Present: See Attached Document A.

**The following reports presented to the Board:**

- 1. \_\_\_\_\_ - Topic - \_\_\_\_\_
- 2. \_\_\_\_\_ - Topic - \_\_\_\_\_
- 3. \_\_\_\_\_ - Topic - \_\_\_\_\_

**The following communications were read or presented to the Board:**

- 1. \_\_\_\_\_ - Topic - \_\_\_\_\_
- 2. \_\_\_\_\_ - Topic - \_\_\_\_\_
- 3. \_\_\_\_\_ - Topic - \_\_\_\_\_

**A Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_**

**to approve the agenda of the June 8, 2026, meeting as presented.**

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walchoski	_____	_____	
			Vote _____

**A Motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_**

**to approve the minutes of May 11, 2026, as presented.**

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walchoski	_____	_____	
			Vote _____

A motion by \_\_\_\_\_ and seconded by \_\_\_\_\_

to approve the June bill roster in the amount of \$101,455.76 and June payroll salary and benefits in the amount of \$343,890.27.

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	

Vote \_\_\_\_\_

Overton Public School District 24-0004  
Overton Board of Education  
Board Meeting: June 8, 2026  
401 7<sup>th</sup> Street, Overton, NE 68863  
School LMC

Mission Statement: *The mission of Overton Public School is to provide opportunities for everyone to be Engaged, Enlightened, and Empowered.*

Thank you for attending the regular meeting of the board. (School Board meetings in Nebraska are meetings held in public, not public meetings). The public comment agenda item is the only opportunity for the public to address the board.

BOARD OF EDUCATION AGENDA:

- 7:30            **A.      Call meeting to order**
- 7:35            **B.      Compliance Statement**
- 7:40            **C.      With consent of the Board, receive reports from School Personnel, Patrons, or Community Groups.**
- 7:45            **D.      Read and consider communications**
- 7:50            **E.      Approve agenda**
- 7:55            **F.      Approve minutes**
- 8:00            **G.      Act on bills for payment**
- H.      Matters pending before the Board**
- 8:05            1.      Discuss, Consider and Take all Necessary Action to approve the 2027 graduation ceremony plan, date, and time.
- 8:15            2.      Discuss, Consider and Take all Necessary Action to approve the bid with Hiland Dairy Food for the 2026-2027 school year.
- 8:20            3.      Discuss, Consider and Take all Necessary Action to approve the Board Policies 2000 Series. Policies 2002 through 2008 were reviewed on December 8, 2026, board meeting and policies 2009 through 2025 were reviewed on January 12, 2026 Board meeting.
- 8:25            4.      Discuss, Consider and Take all Necessary Action to approve the NASB and the NRCSA annual fees for the 2026-2027 school year.
- I.      Board Reports and Discussion**
- 8:30            **Board Reports**
  - a.      Meetings Attended:
  - b.      Upcoming Meetings:
  - c.      Transportation Committee Report:
  - d.      Interlocal Committee Report:
  - e.      Facilities Committee Report:
  - f.      Curriculum Committee Report:
  - g.      Negotiations:
- Discussion**
- J.      Administrative Reports**
- 8:40            1.      PreS-4 Principal's Report

- |      |    |                          |
|------|----|--------------------------|
| 8:50 | 2. | 4-12 Principal's Report  |
| 9:00 | 3. | Superintendent's Report. |

Next regularly scheduled meeting is July 13, 2026

**COMMENTS:**

**E.**

1. The board will need to approve the 2027 graduation ceremony which is on Saturday, May 8, 2027.
2. The Food Director and superintendent recommend the board approve the bid with Hiland Dairy foods for the 2026-2027 school year.
3. The board has reviewed the board policies 2000 series with no revisions and will need to adopt at the June board meeting.
4. State statute requires that both the NASB and the NRCSA association fees are approved as a board agenda item.

**DISCUSSION:**

**F.**

1. **Board Reports and Discussion:**

- a. Meetings Attended:  
Upcoming Meetings:  
Transportation:  
Interlocal:  
Facilities:  
Curriculum:  
Negotiations:

2. **Discussion Topics:**

- a. Summer Projects Update
- b. July Board Meeting is scheduled for July 13, 2026.
- c. Student Fee/Parent Involvement Hearings at the July board meeting.
- d. Notice of Notice – Board meeting notice(s) shall be placed on the school website. Run an advertisement in the Clipper Herald.
- e. Olsson Facility Inspection Report for the 1924 building
- f. ALICAP Inspection Report
- g. Rule 10 Non-compliance and Action Plan Report
- h. ESU 10 Network Contract (Approved at the May 2026 Board Meeting)
- i. Review and Discuss KSB Updated Board Policies:
  1. 2008 - Meetings
  2. 3003 – Bidding for Construction, Remodeling, Repair, or Site Improvement
  3. 3003.1 – Bidding for Construction Remodeling Repair or Related Projects Financed with Federal Funds
  4. 3004.1 – Fiscal Management for Purchasing and Procurement Using Federal Funds
  5. 3048 – Communicable Disease
  6. 3057 – Will Keep Current Version
  7. 3061 – ACH Originator
  8. 4017 – Relations With Employee Collective Bargaining Associations
  9. 4019 – Workplace Injury Prevention and Safety Committee
  10. 4056 – Resignation of Certificated Staff
  11. 4056 – Staf Use of AI Tools
  12. 5001 – Compulsory Attendance and Excessive Absenteeism
  13. 5003 – Admission of Part-Time Students

14. 5004 – Keep our Current Policy
15. 5035 – Student Discipline
16. 5048 – Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions
17. 6009 – Grade Replacement and Academic Credits or Transfer Students
18. 6038 – Student Use of AI
19. 6046 – Access to School Library Materials

**G. Administrative Reports:**

**PreS-4 Principal Report**

1. Events Update
2. Recognition of Student/Staff Success
3. Rule 10 Update and Summary
4. 2026-2027 Extra Curricular Assignments

**5-12 Principal Report**

1. Events Update
2. Recognition of Student/Staff Success
3. Middle and High School Updates
4. Rule 10 Update and Summary

**Superintendent's Report**

Option Enrollment:

Out: a.  
b.

In: a.  
b.

Change of status:  
a.

Board Meeting for July – Date and Time -- July 13, 2026

Budget Review

Financial Review

Projects

Board Meeting Notices

Other

**Minutes of the Overton Public School Board of Education**  
**Regular Meeting**  
**May 11, 2026, at 7:30 p.m.**  
**LMC, Overton Public School**  
**401 7<sup>th</sup> Street**  
**Overton, NE 68863**

Mission Statement: *The mission of Overton Public School is to provide opportunities for everyone to be Engaged, Enlightened, and Empowered.*

**Board President called the meeting to order at 7:30 p.m. Members Present:**

Brennan  
Jeffries  
Kizer  
Lassen  
Meier  
Walahoski

**Notification:** The May 11, 2026, meeting of the Overton Public School Board of Education was posted at the Overton Public School, on the Overton Public School website, The Lexington Clipper Herald, Overton Post Office, and the Security First Bank.

**Open Meetings Information:** To be in compliance with LB 898, The Nebraska Open Meetings Act, Board President informed the public that a copy of the Open Meetings Law is posted near the LMC check-out counter.

**Administration Present:** Mark Aten superintendent, Brian Fleischman PreS-4 principal, and Bill Johnson 5-12 principal.

**Guests Present:** J.D. Ourada, Shalee McCarter, Paige Walahoski, and Megan Lassen.

**Public Comments:** No Public Comments.

**Reports:** FCCLA sponsor Mrs. S. McCarter and members Paige Walahoski and Megan Lassen presented information regarding their state award winning projects as well as the upcoming National conference.

**Communications:** None

**Other:**

- a. None

**Action Items:**

1. **Agenda:** Moved by Brennan, seconded by Lassen to approve the agenda of the May 11, 2026, regular monthly board meeting as presented. Discussion: Discussion was limited as there were no changes made to the agenda. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).
2. **Minutes:** Moved by Jeffries, seconded by Kizer to approve the minutes of the April 13, 2026, as presented. Discussion: Discussion was limited as there were no corrections made to the minutes. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).

3. **Claims:** Moved by Jeffries, seconded by Walahoski to pay the May General Fund bill roster in the amount \$74,705.70 and the May payroll salary and benefits in the amount of \$346,816.20. Discussion: Superintendent provided additional information on the bill roster. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).
4. Moved by Walahoski, seconded by Kizer to approve Double M Truck and Trailer Repair and Shively Repair to complete the Rule 92 Mechanics Inspection. Discussion: The board determined both businesses would do an excellent job in providing inspections. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).
5. Moved by Brennan, seconded by Kizer to approve ESU 10 Network Services Agreement, Off-Site Back-up Storage Service Agreement for the 2026-2027 school year. Discussion: This is a service that would be difficult to provide on-site so the service agreements are required. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).
6. Moved by Jeffries, seconded by Brennan to approve Board Policies 1000 Series. Discussion: The 1000 series were reviewed during the December 8, 2025, board meeting. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).
7. Moved by Brennan, seconded by Meier to adjourn the meeting at 9:20 p.m. Discussion: Very little discussion as the board determined it was time to adjourn. Motion carried 6-0. Voting Yes (6): Brennan, Jeffries, Kizer, Lassen, Meier, and Walahoski. Voting No: (0).

#### **Board Reports and Discussion Topics:**

##### **1. Board Reports:**

- a. Transportation: No Report
- b. Curriculum: No Report
- c. Facilities: No Report
- d. Negotiations: No Report
- e. Interlocal Committee:
- f. Committee on American Civics:

##### **2. Discussion Topics:**

- a. June Board Meeting Date and Time: Monday, June 8, 2026, beginning at 7:30 p.m. in the LMC.
- b. NASB Calendar of Events
- c. The 1924 building was reviewed by a structural engineer from Olsson. Comments were provided.

##### **3. Board Policy Review Schedule: 3000 Series**

- |      |   |
|------|---|
| 3022 | Volunteers  |
| 3023 | Records Management and Retention                          |
| 3024 | Booster Clubs and Parent-Teacher Organizations            |
| 3025 | Returned and Outstanding Checks                           |
| 3026 | Handbooks   |
| 3027 | Resolution of Conflicts Between Parent Over School Issues |
| 3028 | Sex Offenders   |

#### **Administrative Reports:**

##### **Prek-4 Principal Report:**

- a. Upcoming school calendar events
- b. Rule 10 Report
- c. Facilities Usage Report
- d. Legislative Update

**Grades 5-12 Principal Report:**

- a. Student/Staff Recognition
- b. Activities Update
- c. Rule 10 Report

**Superintendent's Report:**

- 1. Enrollment Option Report

Option Enrollment:

**Out:**

- a. Anthony Arredondo – grade 12 to Elm Creek
- b. Raelynn Kenney – grade K to Elm Creek
- c. Noah Benham – grade 7 to Cambridge
- d. McKenzi White – grade 2 to Cambridge
- e. Logan Benham – grade 4 to Cambridge
- f. Avery Dianely Contreras – grade K to Lexington

**In:**

- g. Talan Irish – grade K from Lexington
- h. Tinley Frerichs – grade K from Lexington

**Change of Status:**

- a. None

- 2. Financial Update
- 3. Budget Review
- 4. Staffing Update
- 5. Structural Engineer to Provide Update on the 1924 Building
- 6. Legislative Update
- 7. Summer Food Program
- 8. Summer School Update

	Overton Public School District		
	Bill Roster		
	Month:		June
	Status:		Official
6/8/2026	Total:		\$ 101,455.76
Vendor	Total Amount	New Code Description	
ACCO Brands USA	\$ 110.40	Reg. Instruct. LMC Laminator	
ACCO Brands USA	\$ 6.87	Reg. Instruct. - K-4 Supplies	
Airgas	\$ 123.81	Reg. Instruct. Ind. Tech. Supplies	
Alcove Roofing	\$ 5,200.00	Maintenance of Building - Roof Leak Repairs	
Amazon Business	\$ 64.72	Reg. Instruct. - Vocal Music Supplies	
Amazon Business	\$ 3,955.65	Reg. Instruct. - Prek Supplies	
Amazon Business	\$ 515.50	Reg. Instruct. - LA Supplies	
Amazon Business	\$ 25.96	Reg. Instruct. - Safety Supplies	
Amazon Business	\$ 170.84	Reg. Instruct. - Third Grade Supplies	
Amazon Business	\$ 84.38	Counselor Supplies - Supplies	
Amazon Business	\$ 906.25	Reg. Instruct. - FCS Supplies	
Amazon Business	\$ 68.84	Reg. Instruct. - Science Supplies	
Amazon Business	\$ 192.32	Reg. Instruct. - Math Supplies	
Amazon Business	\$ 337.67	Reg. Instruct - Grade 2 Supplies	
Amazon Business	\$ 37.99	Reg. Instruct. - Ag. Supplies	
Amazon Business	\$ 47.74	Reg Instruct- Soc. Science Supplies	
Amazon Business	\$ 72.95	Reg. Instruct. - Math Supplies	
Amazon Business	\$ 339.66	Reg. Instruct. - SPED Supplies	
Amazon Business	\$ 1,169.86	Reg. Instruct. - K-4 Supplies	
Amazon Business	\$ 165.78	Reg. Instruct. - Elementary Science Supplies	
Amazon Business	\$ 1,889.97	Reg. Instruct. - Custodial Supplies	
Amazon Business	\$ 200.68	Reg. Instruct. - Secondary Science Supplies	
Amazon Business	\$ 8.55	Administrative - Secondary Principal Supplies	
Amazon Business	\$ 726.20	Reg. Instruct. - SPED Supplies	
Amazon Business	\$ 362.87	Reg. Instruct. - Instrumental Music Supplies	
Amazon Business	\$ 241.87	Reg. Instruct. - Art Supplies	
Amazon Business	\$ 729.39	Reg. Instruct. - Voc. Bus. Supplies	
Amazon Business	\$ 19.56	Reg. Instruct. - Elementary Supplies	
ATC Communications	\$ 162.88	Fiscal Services - Phone Service	
Black Hills Energy	\$ 511.65	Operations of Buildings - Natural Gas	
Bound to Stay Bound Books	\$ 523.43	LMC Books & Periodicals	
BSN	\$ 19.56	Supplies	
BSN Sports	\$ 158.90	Reg. Instruct. - K-4 Supplies	
CenturyLink	\$ 63.44	Operation of Buildings Communications - Long Distance Phone	
CodeHS, Inc	\$ 2,940.00	Reg. Instruct. Voc. Business Instructional Resources	
Column - Lexington Clipper Herald	\$ 164.16	Printing and Publishing Services	
Converse Flooring	\$ 28,493.30	Building Improvements Construction Services	
Dan's Sanitation	\$ 320.25	Operation of Buildings Cleaning Services - Trash Removal	
Dawson County Clerk	\$ 100.00	Board of Education Professional Services - Primary Election	
Dawson Public Power District - Prek	\$ 92.07	Operation of Preschool - Electricity	
Dawson Public Power District - School	\$ 3,657.77	Operation of Buildings Electricity	
Dawson Public Power District - Trans.	\$ 193.88	Vehicle Servicing and Maintenance - Reg. Ed.- Bus Barn Energy/Propane	
Demco	\$ 264.88	Regular Instruct. - LMC Supplies	
ESU 10	\$ 625.00	Mental Health Services	
ESU 10	\$ 625.00	Mental Health Services	
ESU 10	\$ 590.25	Technology Services	
ESU 10 - SPED Services	\$ 12.60	SPED Speech Path. & Audiology Ages Birth-2	
ESU 10 - SPED Services	\$ 5,527.00	SPED Speech Path. & Audiology - Elementary	
ESU 10 - SPED Services	\$ 3,142.08	SPED Speech Path. & Audiology - Age 3-4	
ESU 10 - SPED Services	\$ 511.99	SPED P.T. Services - Elementary	
ESU 10 - SPED Services	\$ 150.03	SPED Supervision - Birth - 2	
ESU 10 - SPED Services	\$ 150.03	SPED Supervision - Ages 3-4	
ESU 10 - SPED Services	\$ 511.99	SPED P.T. Services - Secondary	
ESU 10 - SPED Services	\$ 932.47	SPED O.T. Services - Elementary	
ESU 10 - SPED Services	\$ 932.47	SPED O.T. Services - Secondary	
ESU 10 - SPED Services	\$ 651.57	SPED Supervision - Elementary	
ESU 10 - SPED Services	\$ 233.11	SPED O.T. Services - Ages 3-4	
ESU 10 - SPED Services	\$ 233.11	SPED O.T. Services - Birth - 2	
ESU 10 - SPED Services	\$ 128.00	SPED P.T. Services - Ages 3-4	
ESU 10 - SPED Services	\$ 128.00	SPED P.T. Services - Birth - 2	
ESU 10 - SPED Services	\$ 83.61	SPED Supervision - Vocational Secondary	
ESU 10 - SPED Services	\$ 1,562.01	SPED Psychological Services - Secondary	
ESU 10 - SPED Services	\$ 1,562.01	SPED Psychological Services - Elementary	
ESU 10 - SPED Services	\$ 390.50	SPED Psychological Services - Ages 3-4	
ESU 10 - SPED Services	\$ 390.50	SPED Psychological Services - Birth - 2	
ESU 10 - SPED Services	\$ 437.11	SPED Speech Path. & Audiology - Secondary	
ESU 10 - SPED Services	\$ 651.57	SPED Supervision - Secondary	
ESU 10 - SPED Services	\$ 362.17	SPED - Vision Secondary	
Follett	\$ 1,285.32	LMC Web Based Software	
Foster Lumber, LLC	\$ 1.26	Reg. Instruction - Custodial Supplies	
Great Plains Communication	\$ 101.95	Internet Connection - Family Center	
HD Supply (Home Depot Pro)	\$ 544.34	Custodial Supplies	
Junior Library Guild	\$ 2,780.00	Reg. Instruct. - LMC Books	
KSB School Law	\$ 1,500.00	District Legal Services - Legal Services	
MARC	\$ 1,530.49	Operation of Buildings Supplies	
Matheson	\$ 321.05	Reg. Instruct. Ind. Tech. Supplies	

Mead Lumber Co.	\$	254.45	Operation of Buildings Supplies
Midwest Floor Specialists	\$	1,675.00	Maintenance - Refinish South Gym Floor
NAEA	\$	275.00	Reg. Instruction - Agriculture Professional Fees
NCSA	\$	270.00	Principal Dues & Fees
NCSA	\$	300.00	Reg. Instruct. - FCS Expenses - Perkins Grant
Nebraska Power Shine	\$	1,500.00	Vehicle Servicing and Maintenance - Bus Repairs Washing
Nebraska Safety Center @ UNK	\$	100.00	Vehicle Expenditures - Bus Driver Training (1)
NoodleTools	\$	170.00	Reg. Instruct. LMC Subscription
Phelps County Clerk	\$	100.00	Board of Education -Primary Election Fees
PowerSchool Group LLC	\$	5,523.00	Administrative Technology Services - Schoology Annual Fees
RAS Technology Consultants, Inc	\$	450.00	Administrative Technology Services - Annual Subscription
Renaissance Learning	\$	2,714.30	LMC Web Based Software - Products and Services
Renaissance Learning	\$	2,712.06	Administrative Technology Services - Educlimber
School Health	\$	127.80	Reg. Instruction - K-4 Supplies
Staples	\$	201.00	Reg. Instruct. K-4 Supplies
Staples	\$	34.80	Reg. Instruct. - LA Supplies
Staples	\$	63.09	Reg. Instruct. - FCS Supplies
Staples	\$	13.80	Reg. Instruct. - Principal Office Supplies
Village of Overton	\$	298.00	Reg. Instruct. - Utility Services
Village of Overton - PreS	\$	58.00	Early Childhood Utility Services
Village Uniform	\$	473.47	Operation of Building - Uniform Cleaning

**Matters Pending Before the Board:**

Motion \_\_\_\_\_ Second \_\_\_\_\_

- Action Item:** Discuss, Consider, and Take All Necessary Action to approve the 2027 graduation ceremony plan, date, and time.

**Motion: To approve the 2027 graduation ceremony plan, date, and time.**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	
			Vote _____

Motion \_\_\_\_\_ Second \_\_\_\_\_

- Action Item:** Discuss, Consider, and Take All Necessary Action to approve the bid with Hiland Dairy Foods for the 2026-2027 school year.

**Motion: To approve the bid with Hiland Dairy Foods for the 2026-2027 school year.**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	
			Vote _____

Motion \_\_\_\_\_ Second \_\_\_\_\_

- Action Item:** Discuss, Consider, and Take All Necessary Action to approve Board Policies 2000 series.

**Motion: To approve board policies 2000 series.**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	
			Vote _____

Motion \_\_\_\_\_ Second \_\_\_\_\_

- 4. **Action Item:** Discuss, Consider, and Take All Necessary Action to approve the NASB and NRCSA annual fees for the 2026-2027 school year.

**Motion: To approve the NASB and NRCSA annual fees for the 2026-2027 school year.**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	
			Vote _____

Motion \_\_\_\_\_ Second \_\_\_\_\_

- 5. **Action Item:** Consider adjourning the meeting.

**Motion: To approve adjourning the meeting at \_\_\_\_\_ : \_\_\_\_\_ p.m.**

**Discussion:**

Votes:	YES	NO	ABSENT
Brennan	_____	_____	
Jeffries	_____	_____	
Kizer	_____	_____	
Lassen	_____	_____	
Meier	_____	_____	
Walahoski	_____	_____	
			Vote _____



2901 Cuming Street  
Omaha, NE 68131  
(402) 344-4321 phone  
(402) 346-0277 fax  
[www.HilandDairy.com](http://www.HilandDairy.com)

May 7, 2026

Overton Public Schools  
401 7<sup>th</sup> St  
Overton, NE 68863

Per your request, we are pleased to submit the following bid on dairy products for the 2026-2027 school year.

<u>Unit</u>	<u>Product</u>	<u>Esc/De-Esc Pricing</u>
½ pint	Whole White Carton	\$0.5238
½ pint	2% White Carton	\$0.5088
½ pint	1% White Carton	\$0.4988
½ pint	Skim Chocolate Carton	\$0.5152
½ pint	2% Chocolate Carton	\$0.5352
½ pint	Skim Strawberry Carton	\$0.5152
5Lbs.	Lowfat Cottage Cheese	\$12.5280
5Lbs.	Sour Cream	\$9.6890
4 oz.	Orange Juice	\$0.3270
4 oz.	Apple Juice	\$0.3007
5lbs.	Yogurt	\$8.4132

This bid is for Escalating/De-escalating. Please see attached clause for monthly cost adjustment factors for Esc/De-Esc pricing. You can view nutritional information for all Hiland school products at <https://www.hilanddairy.com/products/school-milk>.

The bid is (choose one)  awarded to Hiland Dairy or  declined and awarded to \_\_\_\_\_

Name and Title \_\_\_\_\_

Contact Phone \_\_\_\_\_ Email \_\_\_\_\_

Date \_\_\_\_\_ First Delivery Date \_\_\_\_\_

Please complete and scan this bid along with all competing bidder's information to: [dbiere@hilanddairy.com](mailto:dbiere@hilanddairy.com).

Thank you,

David Biere, Branch Manager  
Western Nebraska  
Phone: (308)520-4182  
[dbiere@hilanddairy.com](mailto:dbiere@hilanddairy.com)

### **Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)**

The pricing quoted is based on **May's 2026** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$.10 per CWT (up or down) will move the cost of a half pint \$ .00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1<sup>st</sup> day of the month following the price announcement.

May 13, 2026

In regards to the Hiland milk contract for the school year 26-27:

The reasons I would keep Hiland as our school milk supplier are as follows-

\*They are a Buy American compliant company and this is helpful because each year the percentage of non-domestic food schools can buy has to stay under 10%. This is difficult based on our location in the country.

\* My driver orders and restocks the cooler for me and will take back milk that is not used and issue a refund. He is aware of our school schedule and will order appropriately. He is friendly and easy to work with and if we ever run short they will deliver more that day, even if it is not on the normal delivery day.

\* The cost is steady through the year and there is not an added delivery fee- so cost wise it makes sense.

Thank you – Terah Smith- Kitchen Manager

# OVERTON EAGLES

Overton Public School 24-0004  
P.O. Box 310 401 7th Street  
Overton, NE 68863-0310



Mark A. Aten, *Superintendent*  
Brian Fleischman, *PreK-4 Principal*  
Bill Johnson, *5-12 Principal*  
Jody Skallberg, *Counselor*  
Brian Fleischman, *Activities Director*

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Phone: (308) 987-2424 • Fax: (308) 987-2349 • [www.overtoneagles.org](http://www.overtoneagles.org)

Overton Public School District 24-0004 generally schedules regular board meetings for the second Monday of each month. Regular meetings are typically held in the LMC at the Overton Public School Building located at 401 7<sup>th</sup> Street Overton, Nebraska. Official meeting notices for each regular and special meeting, including the date, time, and location, will be posted on the school district's website. Please check our website ([www.overtoneagles.org](http://www.overtoneagles.org)) for all meeting notices as the date, time, or location may change.

May 15, 2026

Olsson Project Number: 026-03069

**Overton Public Schools**

Attn: Mark Aten, Superintendent  
401 7<sup>th</sup> St.  
Overton, NE 68863

Subject: Structural Condition of 1924 OPS Building

**Dear Mr. Aten:**

Per your request, Nelson Jacobs, P.E. met on-site with you and Joel Meier on 5-7-26 to perform visual observations of the 1924 building. The observations were conducted to determine the general structural integrity of the building, and there were no specific issues being investigated. The results of our investigation are presented in this report. Observations were limited to what was readily accessible and exposed to view on the exterior and interior of the building. No physical testing or structural calculations to check member sizes were performed.

**Observations and Comments:**

**A. Building Description:** The building (exclusive of the mechanical room at the northwest corner) has three stories above exterior grade plus a basement. In the original construction there was a gymnasium between the basement and what is now second floor. When the 1924 gym was abandoned, an added floor level was constructed within the original two-story high gym space. There is an attached mechanical room at the northwest corner of the building, with one story above grade and a sub-basement that is lower than the main basement.

**B. Structural System (Floors and Roof):** The original classroom floors at levels 2 and 3 consist of solid sawn wood joists and wood flooring, bearing on masonry walls. The corridors are cast in place concrete-framed with what appears to be a one-way slab, spanning between masonry walls. The classroom floor that was added within the original two-story gym consists of wood composite "I" joists and wood flooring, presumably supported by wood beams. The roof over the third floor is all wood-framed, with a combination of solid sawn joists and wood trusses. There is a separate wood-framed ceiling support structure over the third floor, several feet below the roof structure. We did not observe any deterioration of the wood framed floors or roof. All elevated floors felt very solid when we jumped up and down in various areas, and there were no unusual deflections or bounciness detected. The mechanical room roof consists of a cast-in-place concrete beam and slab system, with no evidence of excessive cracking, deflections, or concrete deterioration.

**C. Structural System (Vertical Load-Carrying Members):** The original vertical load-carrying members consist of brick/clay tile interior and exterior walls. The exterior walls were tuck pointed several years ago due to mortar joint deterioration and are in excellent condition. We

did not see any evidence of extensive cracking in the walls, nor did we see any evidence of undue settlement of the footings. It appears that the typical lintels over door and window openings are back-to-back steel angles, and we did not observe any excessive corrosion at exterior walls.

We observed deterioration of an interior clay tile basement wall adjacent to a wood stair on the south side of the building; see Pictures 1 and 2 attached to this report. There are piles of clay tile/mortar debris on the floor that have accumulated as the wall deteriorates. We are uncertain as to what caused the deterioration and whether the deterioration continues. We recommend as a minimum that the debris be cleaned up, followed by construction of a short load-bearing stud wall under the east end of wood joists that bear on the wall. An easy "band aid" for the wall would be to remove any loose portions of the walls and then shotcrete the wall, which would be an easy way to fill in nooks and crannies in the wall to restore its load-carrying function. The wall deterioration may just be an isolated occurrence, but to be on the safe side it would be best to have a contractor inspect other walls at the lower level where deterioration may be hidden by interior finishes.

The added wood floor above the original gymnasium was supported on closely spaced steel jack posts that bear on the floor slab.

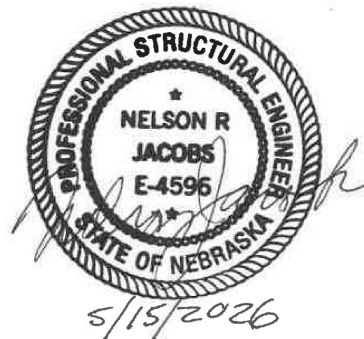
**D. Roof and Parapets:** We were able to take a quick look at the roofing and parapets by standing on a ladder on one of the classrooms and removing a roof hatch. We did not observe any issues with the perimeter parapets, including the parapet on the south wall over the south entrance where the parapet is 2-3' higher.

**E. Overall Condition:** Based on the investigation limitations previously mentioned, Olsson cannot guarantee that we have documented all structural defects. That said, despite the age of the building, it appears to be in very good structural condition overall, except for the minor interior wall deterioration discussed.

We appreciate the opportunity to be of service to you. Please contact us if you have any questions regarding this information or if we can be of further assistance to you.

Sincerely,

**Nelson Jacobs, PE**  
*Olsson Senior Structural Engineer*





PICTURE 1 - DETERIORATED WALL



PICTURE 2 - DETERIORATED WALL

# ALICAP Inspection Report

Member School District: Overton Public Schools  
Date of Inspection: May 14, 2026  
NASB Loss Prevention Consultant: Ken Navratil  
Key person(s) met with: Mark Aten, Superintendent  
Phone Number: 308-987-2424  
Email: mark.aten@overtoneagles.org

I met with Superintendent Mark Aten on Thursday, May 14, 2026. We reviewed the following handouts:

- High Risk Activities
- ALICAP SafeSchools Training Packet
- Fire Inspection Checklist for Educational Occupancies
- Nurse Line for Workers' Compensation Injuries
- ALICAP Playground Inspection Checklist
- Loss Trend by Major Cause of Accident

## **"Experience Modifier" and Worker Injury History:**

The superintendent and I reviewed the handout called "Loss Trends by Major Cause of Accident". This handout displays a graph with a three-year worker injury report. Based on your three-year work injury history, your 2025-2026 "Experience Modifier" is 0.82. Last year it was 0.79. The year before that it was 0.76. Excellent safety record is lowering your costs!! Great job!!

## **Cyber Security Coverage:**

ALICAP reminds members to continue to work with your IT Director and/or ESU to implement the 5 critical controls necessary to qualify for Cyber Security coverage. Your district has not qualified for coverage yet. Keep working at it.

If you need more information concerning Cyber Security Coverage contact:

Daniel Shonka  
402-884-3751 Ext. 2  
[daniel.shonka@prmne.com](mailto:daniel.shonka@prmne.com)

## **Safety Committees:**

There are two sets of regulations that guide your safety committee(s). We recommend that your safety committee(s) have separate agendas for each meeting.

- (1) The Nebraska Department of Education Rule 10 requires school districts to have a "Safety and Security Committee." This committee is composed of administrators, teachers, staff, parents, and students. The committee is required to meet at least once a year. The focus of this committee is to develop a "Safety and Security Plan" for their school district to properly respond to a crisis or emergency. Rule 10 also requires a school district to bring in an outside person to conduct an annual safety review and submit a written report to the superintendent. Keep documentation of the meetings for at least seven years.
- (2) The state and federal worker safety laws are codified in Nebraska Statute 48-443. This law requires school districts to have a "Workplace Safety Committee" that has representation from

each work department and meets quarterly. The focus of this committee is on the day-to-day safety of the workers and students. Keep documentation of the meetings for at least three years.

## **Safety Trainings:**

We recommend utilizing the “SafeSchools” online safety training videos from ALICAP. We recommend including “Slips, Trips, and Falls” and “Lifting: Back and Shoulder Injuries” to your rotation of safety trainings. ALICAP has added 9 training courses specific to Special Education. These include:

- Paraeducators: Behavior Management Basics
- Paraeducators: Roles and Responsibilities
- Managing Challenging Behavior: Part 1 – Antecedent Strategies
- Managing Challenging Behavior Part 2 – Consequence Strategies
- Managing Challenging Behavior Part 3 – Tier Two Strategies
- Working Safely with students with Special Needs
- Principals: Behavior Management
- Restraint and Seclusion Overview
- Restraint and Seclusion: Alternatives

All school employees that have contact with students have taken the Nebraska Department of Education required suicide awareness/prevention training. (The SafeSchools online safety training now meets this requirement.)

Each certificated school employee participates in a minimum of one hour of self-study review of seizure disorder materials at least once every two years. (The Safeschools online safety training meets this requirement.)

Employee and student orientation efforts address sexual abuse, sexual harassment, and appropriate communication via social media for staff and students. (SafeSchools)

Monthly ‘Risk Alerts’ from ALICAP are forwarded to all school employees.

All coaches and extra-duty sponsors have taken the ‘concussion protocol’ and ‘heat acclimation’ training prior to the start of the fall sports season.

Job descriptions are reviewed annually and define ‘lifting requirements’ where appropriate.

Employees are provided Personal Protective Equipment (PPE) for appropriate tasks.

The school district conducts and documents all required drills:

- (1) Fire drills are conducted once a month with one additional drill the first 30 days of school;
- (2) Tornado drills are conducted during the first two weeks of school and once in March; and
- (3) Bus evacuation drills are conducted once during the first month of school and once in January.

We recommend that school personnel conduct WEEKLY inspections of the playground(s) and document each inspection.

We recommend that school administrators and maintenance personnel conduct regular monthly inspections of the buildings and grounds. Document each inspection.

**We recommend that all coaches and extra-duty sponsors know where the main water shut-off valve is.**

**Cables and belts supporting the basketball baskets in the gym should be inspected every year. (The warranty is probably guaranteed for 10 years.)**

**Does your district still utilize MSDS Sheets? If you do, are they placed in a common known location, assessable in an emergency situation and organized in a manner which allows for quick reference? Has your district considered the 'Safety Data Sheets' program, where these previous MSDS documents can be housed online? It is FREE to all ALICAP members. If interested, call Megan Boldt at 1-800-422-4572.**

**Is your school district participating in 'High Risk Activities?' See handout.**

## **Observations of Facilities:**

**The sidewalks appear in good condition.**

**The school building has a controlled entry system.**

**The school building has multiple surveillance cameras and recording equipment.**

**Floor mats are provided on the inside of all entrances.**

**All fire extinguishers are inspected annually by a qualified person and monthly operational checks are performed by in-house personnel (tags are initialed and dated).**

**All exit lights appear to be in working condition.**

**Emergency lights appear to be in working condition and should be tested monthly (fire code).**

**The classrooms are well-organized. Seating arrangements allow for all students to exit easily.**

**Fire routes and the route to the tornado shelter(s) are posted in the classrooms and offices.**

**The classrooms were free of trip and fall hazards.**

**The exits and hallways were not blocked or obstructed.**

**The storage rooms were locked and well-organized. Try adding more 'shelving' whenever possible to keep things off the floor. Items on the floor become tripping hazards.**

**The steps leading down in the old electrical room should have hand rails.**

**There is easy access to the main water shut-off valve and the main electrical shut-off panels.**

**Art classroom – OK -- The kiln is in a separate room and properly vented (fire code). Good job!!**

**Band/Vocal Music room – OK.**

**Family and Consumer Science -- OK**

**Gym – OK**

**Weight Room – OK – Weights and dumbbells are stored on appropriate racks.**

**In the high school Science classroom, there is an eye-wash station, fire extinguisher, fire blanket, and first aid kit. There is an easily located gas shut-off valve. The electrical outlets are properly grounded. The corrosive acids are stored in an approved lockable composite material cabinet and identified with proper signage. Flammable chemicals are stored in a lockable metal cabinet and identified with proper signage.**

**In the Woods/Metals/FFA work area, the power tools are properly grounded, the electrical cords are not frayed, and the manufacturer's guards are in place. The ventilation system above the welders is old (hole in the wall with an exhaust fan) . Eye protection is available and worn when needed. There is a fire extinguisher. There are no 'home-made' power tools being used by students/staff.**

**The kitchen is a large, well-organized area. The auto hood suppression system is inspected and certified by an outside firm each year. I did not see any standing water or tripping hazards. The food storage area is well-organized.**

**Playground(s):**

- a. **The playground equipment appears in good condition**
- b. **The fencing around the playground appears in good condition**
- c. **No hazards were noted in the play areas**
- d. **A program for weekly inspection of the playground site should be in place**

**Football Field/Athletic Fields:**

- a. **The football field/athletic fields appear in good condition**
- b. **Metal frame bleachers appear in good condition**
- c. **Press box appears in good condition**

## **Recommendations:**

1. **Your district has not achieved 'Qualified' status for cyber security renewal yet. Keep working at it!!**
2. **If your district still utilizes the MSDS sheets, you should consider the 'Safety Data Sheets' program, where these previous MSDS documents can be housed online. It is FREE to all ALICAP members. If interested, call Megan Boldt at 1-800-422-4572.**
3. **Good job with the "SafeSchools" online safety training videos. We recommend including "Slips, Trips, and Falls" and "Lifting: Back and Shoulder Injuries" to your rotation of safety trainings for the entire staff. We also recommend the new training videos that are specific to Cyber Security and Special Education.**
4. **The ventilation system above the welders is old (hole in the wall with an exhaust fan). You should consider installing a better exhaust system.**
5. **The steps leading down in the old electrical room should have hand rails.**
6. **We recommend that all coaches and extra-duty sponsors know where the main water shut-off valve is located. If they detect a water leak, they will know how to stop it and save a lot of damage from happening.**

7. We recommend that each year you replace deteriorating concrete sidewalks – stay ahead of any problems.
8. We recommend that you add shelving to your storage areas whenever possible to keep things off the floor. Items on the floor become tripping hazards.

**Reminders:**

- (1) ALICAP’s website/portal/platform has your district’s Coverage Memo, Treasurer’s Bond Certificates, your most recent Appraisal, Auto ID Cards, SafeSchools Training Status, Claims counts/dollars all in one site.
- (2) ALICAP is providing a Work Comp Claims Nurse’s Line. If any employee gets hurt at work, he or she (along with their supervisor) can call the nurse’s line for assistance. The phone number is 1-855-364-9865.

**Phone Numbers:**

Megan Boldt	402-422-4572 (office)	402-450-1487 (cell)
Sherri Shonka	877-649-4612 (office)	402-630-2460 (cell)
Maurice Anderson		402-955-9903 (cell)
Jay Martin (Dept. of Ed.)	402-471-2295 (office)	402-471-2944 (cell)

Because it is solely your responsibility to make safety and health inspections and take whatever actions may be necessary to prevent losses, enforce safety procedures, detect and eliminate hazardous conditions and comply with any federal, state or local law, annual NDE Rule 10 review or any other rule or regulation concerning safety or health, we must advise you that by conduction of surveys and issuing recommendation or reports, ALICAP does not undertake to render services or assume a duty to you or for your benefit or to any third person or for that person’s benefit. ALICAP’s surveys, recommendations and reports are made solely for the purpose of aiding us in reducing our losses and are not intended to detect or point out all the hazardous conditions on your property or in your operations. There may be hazardous conditions on your property or in your operations which have not been either detected or pointed out to you. You must not rely solely on ALICAP’s surveys, recommendations or reports to discover any hazardous conditions as it is your responsibility to do so.



# NASB WORKERS COMPENSATION POOL School Name - Overton Public Schools

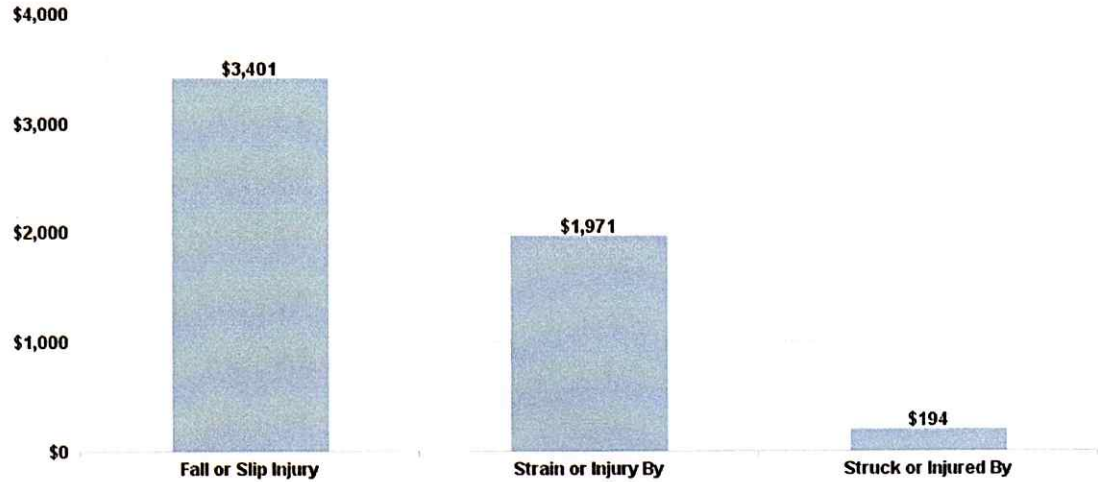
## Worker's Compensation Program - Loss Trends by Major Cause of Accident

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### Incurred by Major Cause Category

Cause Category	Claim Incurred - Total
Fall or Slip Injury	\$3,401
Strain or Injury By	\$1,971
Struck or Injured By	\$194
<b>Grand Total</b>	<b>\$5,567</b>

### Major Cause Category by Total Incurred



### Incurred by Major Cause Category and By Year

Cause Category	2021		2023		Grand Total	
	# of Claims	Total Incurred	# of Claims	Total Incurred	# of Claims	Total Incurred
Fall or Slip Injury			1	\$3,401	1	\$3,401
Strain or Injury By			1	\$1,971	1	\$1,971
Struck or Injured By	1	\$194			1	\$194
<b>Grand Total</b>	<b>1</b>	<b>\$194</b>	<b>2</b>	<b>\$5,373</b>	<b>3</b>	<b>\$5,567</b>



## Rule 10 Compliance Visit 2025-2026

Date: 5/12/26  
Superintendent: Mark Aten  
School District Name: Harvard  
Date of Visit: 4/28/26

Dear Superintendent, Aten,

The Nebraska Department of Education Accreditation Section appreciates the time and effort you place into maintaining compliance with the requirements and regulations of **Title 92, Nebraska Administrative Code, Chapter 10**. The following areas were not found in compliance and will require your immediate attention.

### Areas of Non-Compliance:

**Regulatory (Sections 004-012)** violations will require a "Plan of Correction" to be completed and submitted within **two weeks** after notice of this letter to the Accreditation Section. All plans of corrections will be submitted to the State Board of Education for its approval.

**004.01A-B** Instructional Program and Standards  
**004.01C** Curriculum and Standards

It is strongly recommended to inform the local school board of the specific violations. See 014.01 Quality Indicator... **Schools not fulfilling accreditation requirements deprive students of opportunities for learning and may be subject to probation or loss of accreditation.**

Please complete the required action(s) mentioned above on school system/district letterhead and email them to me promptly.

Thank you,



Sandra M. Suiter, EdD

Accreditation Specialist

Office of Accreditation, Certification, & Approval

500 S. 84<sup>th</sup> St., 2<sup>nd</sup> Floor

Lincoln, NE, 68510-2611

P: (531) 893-0727

E: [sandra.suiter@nebraska.gov](mailto:sandra.suiter@nebraska.gov)



## Rule 10 Compliance Visit Completed Required Actions 2025-2026

Date: 5/21/26

Superintendent: Mark Aten

School District Name: Overton

Date of Visit: 4/28/26

Dear Superintendent, Aten,

**Overton** has completed the “**Required Actions**” by submitting a plan as requested by the Accreditation Section of the Nebraska Department of Education. This letter is formal confirmation of the actions taken to complete compliance requirements and/or regulations. No further actions are required from you at this time; however, evidence of completion of the plan is due by September 1, 2026; however, because of the extensive work needed for this plan, we will extend that due date and check back in next year to monitor progress.

Thank you for your continued efforts in maintaining compliance with **Title 92, Nebraska Administrative Code, Chapter 10**. Please share this information with your local school board as acknowledgement of your completed required actions.

Sandra M. Suiter, EdD

Accreditation Specialist

Office of Accreditation, Certification, & Approval  
500 S. 84<sup>th</sup> St., 2<sup>nd</sup> Floor  
Lincoln, NE, 68510-2611  
P: (531) 893-0727  
E: sandra.suiter@nebraska.gov



# Contract Request Details



Request 1048:



## [Overton Public Schools – Tech Support and Software Licensing 2026 - 2027](#)

Signature:

Signed May 12, 2026 by [Mark Aten](#)

Clear Signature

Approval:

Approved May 13, 2026 by [Ron Cone](#)

Clear Approval

Student Count:

279

Delay Billing:

Normal Billing

## Technical Support services and related Software Licensing

### Network Support & Repair Services

[View 2025–2026 Contract](#)



**Discount Service and Support Hours** ✓ Contracted

**\$1,540.00**

Maximum of 10% of student enrollment in hours can be selected

28 hour × \$55.00

*Billed in 15-minute increments*

[View 2026–2027 Contract →](#)

### Additional Support Hours



**25 Additional Hours** ✓ Contracted

**\$2,250.00**

\$90 per hour billed in 15-minute increments

[View 2026–2027 Contract →](#)

### Network Monitoring with PRTG software

[View 2025–2026 Contract](#)



**Network Monitoring with PRTG Agent** ✓ Contracted

**\$250.00**

Required for managed services and proactive notifications

Based on student enrollment

*Less than 100 Students = \$150 100-400 Students = \$250 401-1000*

*Students = \$400 More than 1000 Students = \$800*

[View 2026-2027 Contract →](#)

**ODIE Staff Evaluation**

[View 2025-2026 Contract](#)



**ODIE Evaluation Tool** ✓ Contracted

**\$500.00**

Initial year District setup and access fees

[View 2026-2027 Contract →](#)



**Evaluator Access License** ✓ Contracted

**\$250.00**

Enter the number of Evaluator licenses

1 each × \$250.00

*Annual individual access license for each supervisor, Principal, or*

*Superintendent*

[View 2026-2027 Contract →](#)

**Total Estimated Cost \$4,790.00**

AUTHORIZED SIGNATURE

ESU 10 APPROVAL

*Mark Aten*

*Ron Cone*

May 12, 2026

May 13, 2026



**Contract Request History**



## **REVISION OF POLICY 2008: MEETINGS**

LB 596 eliminates the requirement to publish notice of meetings in a newspaper. Instead, the board selects the method. We strongly encourage all schools to provide official notice on the school's website. You can provide information about meetings in other ways, such as on social media or in your local paper, but this should be voluntary. The law requires your selected method of notice to be published in your meeting minutes, so be sure your minutes include the meeting notice publication method (website) when you implement this change. Instead of newspaper publication for all meeting notices, the law adds a "notice of notice" publication requirement. Four times per year, in a newspaper of general circulation in the district, you must publish (1) your regular meeting schedule, (2) the location of regular meetings, and (3) your method of publishing meeting notices (website). There is no requirement that this occurs quarterly, just 4 times per year. In theory, you could publish this "notice of notice" 4 straight weeks in a weekly paper and be done for the year. Something like this would be sufficient: [SCHOOL] generally schedules regular board meetings for the second Monday of each month. Regular meetings are typically held [LOCATION]. Official meeting notices for each regular and special meeting, including the date, time, and location, will be posted on the school district's website. Please check our website for all meeting notices as the date, time, or location may change. We recommend that you publish your first "notice of notice" in your preferred newspaper of general circulation starting in July 2026 so that all future meeting notices (regular and special) after July 17, 2026, can be published on your website.

This revision is required.

---

## **REVISION OF POLICY 3003: BIDDING FOR CONSTRUCTION, REMODELING, REPAIR, OR SITE IMPROVEMENT**

In general, when a school district "expends public funds for the construction, remodeling, or repair of any school-owned building or for site improvements," the school district is required to advertise for and solicit competitive bids. However, the law provides an exception to this competitive bidding requirement when the "contemplated expenditure for the complete project" will not exceed a specific dollar amount. This statutory dollar amount is subject to adjustment by the State Board of Education every fifth year. In August 2025, the State Board updated the dollar amount of this threshold to \$136,000. Our recommended changes to Policy 3003 reflect this higher dollar amount for the projects that are exempt from the competitive bidding requirements.

This change is required.

---

## **REVISION OF POLICY 3003.1: BIDDING FOR CONSTRUCTION REMODELING REPAIR OR RELATED PROJECTS FINANCED WITH FEDERAL FUNDS**

Effective October 1, 2025, the federal government updated the dollar thresholds for micro-purchases (from \$10,000 to \$15,000) and for purchases made pursuant to the simplified acquisition procedures (from \$250,000 to \$350,000). This policy has been updated to reflect these new dollar thresholds. We also updated some regulatory citations.

This change is required.

---

## **REVISION OF POLICY 3004.1: FISCAL MANAGEMENT FOR PURCHASING AND PROCUREMENT USING FEDERAL FUNDS**

The federal government changed the micro-purchase (from \$10,000 to \$15,000) and simplified acquisition (from \$10,000 to \$15,000 and from \$250,000 to \$350,000) dollar amounts. In addition, NDE conducted desk audits and concluded that travel costs must now be included in this policy. The policy has been updated to reflect these changes.

This change is required.

---

## **REVISION OF POLICY 3048: COMMUNICABLE DISEASE**

We revised this policy to align better with the admittedly confusing DHHS requirements in the DHHS regulations. The revisions give staff clearer steps to assess and respond to signs and symptoms of communicable disease. These revisions are timely given rising absenteeism rates, falling immunization rates, and more frequent reports of the potential transmission of communicable diseases (measles schmeasles, right?). You'll want to review this policy with your school nurse and other staff with health screening and reporting obligations.

This change is required.

---

#### **REVISION OF POLICY 3057: TITLE IX (FULL VERSION)**

The federal regulations (upon which the full version of Policy 3057 is based) define “sexual assault” by reference to a federal statute, which itself references the FBI’s “uniform crime reporting system.” This reporting system was updated in 2025, and the updates modified how certain sex offenses are defined. The prior, separate sub definitions for sodomy, sexual assault with an object, and fondling have been removed in favor of more broad definitions of “rape” and “criminal sexual contact.” The policy updates reflect the updated definitions. If you use the full version of the policy, make sure your Title IX team members review and understand these new definitions. They replace definitions we encountered frequently over the last several years.

This change is required if you use the “full” version of this policy.

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#### **NEW POLICY 3061: ACH ORIGINATOR POLICY**

If your school sends electronic payments through your bank, such as payroll direct deposits or vendor payments, your school is an ACH Originator under NACHA Operating Rules. The easiest way to confirm your status is to call your bank and ask whether you have an Originator Agreement on file. If the answer is yes, you are an Originator. Simply receiving electronic payments does not make you an Originator. Effective June 19, 2026, NACHA (the organization that governs the ACH network) requires all Originators to have a written fraud monitoring process in place for ACH transactions. This is a new requirement based on a rule change. We recommend you contact your bank(s) to determine if this policy is needed. Some or all of these measures may already be captured in your Originator Agreement with your bank. Your bank may also want to review the policy to determine if it aligns with their Originator Agreement. We considered adding fraud monitoring and prevention measures to this policy. We know many banks include prevention procedures in their own systems. They vary, so we did not include a specific monitoring or verification system in the policy. We did not want to put something in writing that won't align with your practices. However, now is a good time to review and establish your own fraud protection and internal control measures. For example, your school may consider practices such as: 1) before sending any ACH payment, the District will receive a written, signed authorization and keep it on file; 2) the District will submit all ACH files through its bank's online portal using multi-factor authentication; 3) before acting on any new payment or any change to existing payment instructions over \$X, the District will confirm the information by a separate method, such as a phone call to a known number; 4) the District stores banking data securely and limits access to authorized staff only.

This policy is required if your district is an ACH Originator.

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#### **REVISION OF POLICY 4017: RELATIONS WITH EMPLOYEE COLLECTIVE BARGAINING ASSOCIATIONS**

LB 429 basically requires schools to treat all “professional employee organizations” equally. They must have equal access to things like physical mailboxes, email, and bulletin boards. Schools cannot designate certain days or breaks by reference to a specific organization. For example, you can't designate a time during in-service days as “XYZ Education Association

Presentation.” The existing policy has accomplished some of these requirements already, but we made a few small tweaks to comply with some of the more vague concepts in LB 429. For example, a “professional employee organization” is one which offers “liability coverage” or “collective bargaining” assistance. In theory, a local insurance agent (think Farm Bureau) could say they are a “professional employee organization” and thereby want access to your commons area during in-service days, email, mailboxes, etc. We’ll explain some of the intended and unintended consequences of the bill when we cover it during the policy webinar.

This change is required.

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#### **REVISION OF POLICY 4019: WORKPLACE INJURY PREVENTION AND SAFETY COMMITTEE**

Every public employer subject to the Nebraska Workers’ Compensation Act is required to establish a safety committee that must adopt and maintain an effective written injury prevention program. This requirement has not changed. Previously, schools were required to establish the safety committee through the collective bargaining process. LB 397 changes this requirement and now allows, but does not require, that the safety committee be established through the collective bargaining process. Policy 4019 has been updated to reflect this change.

This change is required.

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#### **REVISION OF POLICY 4056: RESIGNATION OF CERTIFICATED STAFF**

This revision replaces an outdated reference to the Professional Practices Commission. KSB NOTE: If you have not reviewed this policy recently, it’s a great time to do so. We strongly encourage schools to adopt the first option in the policy which uses the legal defaults for renewals and resignations. Schools that use the second option and include a specific date, especially if it’s after April 15, have been stung with late resignation requests even after staff have signed a renewal agreement for the next school year.

This change is required.

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#### **NEW POLICY 4065: STAFF USE OF AI TOOLS**

We have had a student AI policy for several years, but staff are using ChatGPT, Gemini, Claude, and AI tools built into other software every day, and the risks are different from student use. This new policy is designed to work in concert with Policy 4012 on staff computer and internet use. This policy has an AI tool approval process so that staff must obtain the permission of an upline administrator before putting student information into an AI tool. The same requirements for using student data with other classroom and educational apps (under COPPA, FERPA, etc.) apply equally to AI tools, yet most staff members are not vetting them the same way. This policy also prohibits staff from using AI to make decisions like student grading that should be based on professional judgment. Finally, this policy includes detailed prohibitions on misuse of AI tools and guidelines on when it is permissible to use an AI recording or transcription tool.

This policy is not required, but you should strongly consider it in light of the existing legal requirements for vetting education software and apps.

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#### **REVISION OF POLICY 5001: COMPULSORY ATTENDANCE AND EXCESSIVE ABSENTEEISM**

LB 937 provides more concrete processes for the excusal of absences for physical or mental illness. We updated the policy to reflect the process, which calls for verification from a certified medical professional. Additionally, LB 937 requires educational

stability for students whose parents, guardians, or educational decisionmakers are subject to an active child abuse or neglect investigation from the Department of Health and Human Services and/or law enforcement. It prohibits their disenrollment or transfer for fourteen days, or unless otherwise permitted by the Department.

This change is required.

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### **REVISION OF POLICY 5003: ADMISSION OF PART-TIME STUDENTS**

LB 937 revised the part-time enrollment statute, yet again. This law has been changed more than Karen’s shoes. Thankfully, this year’s changes are fairly straightforward. The law has always allowed part-time enrollment of resident students, including for activity participation. Last year, the law created new enrollment rights for students attending private and exempt schools in other districts. Those rules have not changed. This year, the Unicameral divided sports and activities into 3 buckets, with each bucket having a different number of minimum credit hours required to participate as a part-time enrollee. These are:

- (1) Activities regulated by an athletic/activities association (like NSAA): 5 credit hours.
- (2) Activities regulated by some other governing body (like FFA): the number of credit hours the school offers based on what the governing body requires; and
- (3) Activities not regulated by any governing body or athletic/activities association (like prom and chess club): the board may require up to 5 credit hours but can require fewer, even 0.

This change is required.

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### **REVISION OF POLICY 5004: OPTION ENROLLMENT**

LB 653 revised the option enrollment laws. Starting July 17, 2026, the law now requires school districts to “automatically accept” option enrollment applications of “siblings of options students enrolled in the option school district without regard to capacity limitations.” In other words, from a practical standpoint, the only point in time at which a school district can deny an option application for all children who are considered siblings of one another is at the time that the first sibling applies for option enrollment. By doing so, the new laws now make it relevant to a school district evaluating an option application whether granting the application of the individual student applying—or admitting the siblings of any such student now or in the future—will exceed the district’s capacity limitations. We heard from many of you with questions and concerns about what this means. We have prepared optional policy revisions. These say that a school district evaluating the application of any individual student can also consider whether admitting the student’s siblings (even if not applying at the moment) will exceed any capacity limitations. We’ve also developed updated versions of our option resolution, denial letter, and a new supplemental “application” you would use for this purpose. If you do not choose to go with this new approach, there’s no updating you have to do to policy 5004. The new sibling acceptance requirement does not need to be in policy.

This change is optional. If you do not adopt this approach, there are no changes required to your option policy.

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### **REVISION OF POLICY 5035: STUDENT DISCIPLINE**

LB 653 revised the Student Discipline Act yet again this year. On the positive side, lawmakers added an exception to the suspension prohibition for pre-K through second-grade students. Schools may now suspend students in this age range for violent behavior “capable” of causing physical harm. On the challenging side, LB 653 also heightened notice standards for both short-

and long-term discipline, requiring additional disclosures about how a school responds to behaviors. For short-term suspensions specifically, the requirements are more difficult to comply with at a practical level. Schools must now provide oral and written notice to the student and their parent, guardian, or educational decisionmaker before the suspension begins (“Goss v. Lopez”) and give the student an opportunity to present evidence prior to the suspension. Prior to this change, a simple conversation with the student was sufficient. Now, in theory, the student will have to sit in your office or remain in the building so you can provide this new “oral and written” notice to the student and parent, before sending the student home and starting the suspension. Keep in mind this new pre-suspension notice does not replace the requirement to send a letter home after the decision is made. The law already requires principals to schedule a meeting with the student and parent(s) prior to the student returning to school from a short-term suspension. Now, the law says if a principal has not arranged that meeting, the parent can request one. If these changes feel overwhelming and like you’ll have to tweak your discipline processes and forms, welcome to the club. KSB will host a student discipline workshop to unpack these changes on June 18, which will include updated discipline forms. It will also be recorded if you can’t make it that day. Consider registering now if you have not done so.

This change is required.

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### **REVISION OF POLICY 5048: EMERGENCY RESPONSE TO LIFE THREATENING ASTHMA OR SYSTEMIC ALLERGIC REACTIONS (ANAPHYLAXIS)**

LB 457 (2025), now in statute section 79-227, requires schools to implement a policy to address general incidents of anaphylaxis involving students at school. The policy must be implemented as of July 1, 2026. As discussed in the form change below, NDE and DHHS updated the standard anaphylaxis response protocol contained in NDE Rule 59. Policy 5048 already required the school district to comply with the protocol. LB 457 required slight tweaks to the policy, including (1) that a general response protocol does take the place of existing self-management plans, 504 plans, or IEPs already in place for specific students; and (2) that a copy of the policy and the protocols be included in every school handbook. We also receive a lot of questions about who can sign the protocol form and who can train staff on any individual plans or the protocols. The protocol form requires the signature of a “Prescribing Health Care Practitioner,” defined as “a certified registered nurse anesthetist, a certified nurse midwife, a dentist, an optometrist, a nurse practitioner, a pharmacist, a physician assistant, a physician, or a podiatrist credentialed under the Uniform Credentialing Act.” The training requirements are less strict. Someone like a school nurse, or other individual who can train staff on the medication of students, may provide the staff training. If you or your school nurse have any questions or concerns, reach out to one of us.

This policy revision (and updated protocol form) is required.

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### **REVISION OF POLICY 6009: GRADE PLACEMENT AND ACADEMIC CREDITS OF TRANSFER STUDENTS**

A few subscribers have flagged a recurring headache with students transferring back from exempt (home) schools or non-accredited schools: no verified curriculum, no transcript, and an increasingly familiar revolving-door pattern (family flips into exempt status after a truancy report or a teacher dispute, asks to re-enroll later, often timed around activity eligibility). We have revised 6009 for more clarity, including two new sections that apply only to non-accredited school students and returns from non-accredited schools. The revision more explicitly decouples grade placement from credit. The principal can place a student at a high school grade for enrollment, activities eligibility, and age-cohort purposes—which addresses the NSAA constraint—while only awarding actual credit toward graduation on a course-by-course basis. This may be after the student demonstrates proficiency on a district-administered or district-approved assessment and/or based on a review of the curriculum, student work, and transcripts provided. That remains administrator discretion, just like it was in the previous version of this policy. The revision also adds an assessment battery selected by the principal, written placement notice to parents, a provisional placement option so the student can start school while assessments are completed, a ten-day parent appeal to the superintendent, a default re-entry timing of “start of a semester” with superintendent discretion to allow exceptions, and a cross-reference to the applicable state activities association rules for extracurricular eligibility.

This policy revision is optional.

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**REVISION OF POLICY 6038: STUDENT USE OF AI TOOLS**

AI has changed a lot since we first drafted 6038, and the policy needed to catch up. The revised version keeps the rule that has been working: students cannot use AI on an assignment unless the teacher has specifically approved it. The major additions are an explicit list of prohibited uses (AI deepfakes and other AI-generated harassment, nonconsensual intimate images of real people, putting classmates' personal information into AI tools, and using AI to get around accommodations or content filters); a carve-out for AI approved as assistive technology through the IEP or Section 504 process; and authority to reach off-campus AI conduct that disrupts school.

This policy, and the changes, are optional.

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**NEW POLICY 6046: RIGHT TO ACCESS SCHOOL LIBRARY MATERIALS**

LB 390 (2025) requires each school board of a public school district to adopt a policy relating to access by a parent, guardian, or educational decisionmaker to certain school library information. The new policy provides parents, guardians, and educational decisionmakers the right to access a catalog of all books in the school district's library and the right to opt into certain notifications when their student checks out a library book. The law does not specify a specific method by which school districts must distribute the request for notification form, or how parents can submit such requests. We recommend that you think about whether you want to require submission of a written form or will allow an alternative method of requesting notification. We have included a simple placeholder in the student handbook, as well, in the event you choose to handle the "opt in" process via handbooks. The deadline for adopting this policy is "for implementation at the beginning of the 2026-27 school year."

This policy is required.

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# OVERTON EAGLES



## Athletic Directory & Sports Schedules

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Principal/Activities Director: Brian Fleischman - [brian.fleischman@overtoneagles.org](mailto:brian.fleischman@overtoneagles.org)

Assistant Activities Director: Cydney Weiss - [cydney.weiss@overtoneagles.org](mailto:cydney.weiss@overtoneagles.org)

Phone #: (308) 987-2424

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#### DANCE

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## 2008 Meetings

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

### 1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

### 2. Notice

~~The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public.~~

**Method of Publishing Notice of Meetings.** The board will publish reasonable advanced notice of all meetings on its website. The notice will contain a statement that the current agenda is available for inspection at the Superintendent's office during normal business hours. The Superintendent or designee may but is not required to provide information about meetings in other ways, such as social media or posting notices in physical locations in the district.

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**Publication of Notice Method and Regular Meeting Schedule.** Four times per year, in a newspaper of general circulation, the board will publish its regular meeting schedule, location of regular meetings, and the designated method of publishing meeting notices.

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~~**Publication Procedure if the Newspaper Will Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) published in a newspaper of general circulation within the district that is finalized for printing prior to the time and date of the meeting, (2) posting on the newspaper's website, if available, and (3) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers.~~

~~**Publication Procedure if the Newspaper Will Not Be Finalized for Printing Prior to the Time and Date of the Meeting.** Notice of regular and special meetings shall be (1) posting on the newspaper's website, if available, and (2) posting on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the school district's jurisdiction is to be finalized for printing prior to the time and date of the meeting.~~

~~Newspapers of general circulation in the district include the [redacted]. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.~~

~~In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, (2) request the newspaper submit a post on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (3) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting and the written request to the newspaper.~~

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

### ~~3. Weather Delays~~

~~In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media~~

~~members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.~~

#### 4.3. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.
- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. ~~The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record~~The and meeting minutes shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

The Superintendent will make a copy of the Open Meetings Act available at all meetings.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

May 15, 2026

Olsson Project Number: 026-03069

**Overton Public Schools**

Attn: Mark Aten, Superintendent  
401 7<sup>th</sup> St.  
Overton, NE 68863

Subject: Structural Condition of 1924 OPS Building

**Dear Mr. Aten:**

Per your request, Nelson Jacobs, P.E. met on-site with you and Joel Meier on 5-7-26 to perform visual observations of the 1924 building. The observations were conducted to determine the general structural integrity of the building, and there were no specific issues being investigated. The results of our investigation are presented in this report. Observations were limited to what was readily accessible and exposed to view on the exterior and interior of the building. No physical testing or structural calculations to check member sizes were performed.

**Observations and Comments:**

**A. Building Description:** The building (exclusive of the mechanical room at the northwest corner) has three stories above exterior grade plus a basement. In the original construction there was a gymnasium between the basement and what is now second floor. When the 1924 gym was abandoned, an added floor level was constructed within the original two-story high gym space. There is an attached mechanical room at the northwest corner of the building, with one story above grade and a sub-basement that is lower than the main basement.

**B. Structural System (Floors and Roof):** The original classroom floors at levels 2 and 3 consist of solid sawn wood joists and wood flooring, bearing on masonry walls. The corridors are cast in place concrete-framed with what appears to be a one-way slab, spanning between masonry walls. The classroom floor that was added within the original two-story gym consists of wood composite "I" joists and wood flooring, presumably supported by wood beams. The roof over the third floor is all wood-framed, with a combination of solid sawn joists and wood trusses. There is a separate wood-framed ceiling support structure over the third floor, several feet below the roof structure. We did not observe any deterioration of the wood framed floors or roof. All elevated floors felt very solid when we jumped up and down in various areas, and there were no unusual deflections or bounciness detected. The mechanical room roof consists of a cast-in-place concrete beam and slab system, with no evidence of excessive cracking, deflections, or concrete deterioration.

**C. Structural System (Vertical Load-Carrying Members):** The original vertical load-carrying members consist of brick/clay tile interior and exterior walls. The exterior walls were tuck pointed several years ago due to mortar joint deterioration and are in excellent condition. We

did not see any evidence of extensive cracking in the walls, nor did we see any evidence of undue settlement of the footings. It appears that the typical lintels over door and window openings are back-to-back steel angles, and we did not observe any excessive corrosion at exterior walls.

We observed deterioration of an interior clay tile basement wall adjacent to a wood stair on the south side of the building; see Pictures 1 and 2 attached to this report. There are piles of clay tile/mortar debris on the floor that have accumulated as the wall deteriorates. We are uncertain as to what caused the deterioration and whether the deterioration continues. We recommend as a minimum that the debris be cleaned up, followed by construction of a short load-bearing stud wall under the east end of wood joists that bear on the wall. An easy “band aid” for the wall would be to remove any loose portions of the walls and then shotcrete the wall, which would be an easy way to fill in nooks and crannies in the wall to restore its load-carrying function. The wall deterioration may just be an isolated occurrence, but to be on the safe side it would be best to have a contractor inspect other walls at the lower level where deterioration may be hidden by interior finishes.

The added wood floor above the original gymnasium was supported on closely spaced steel jack posts that bear on the floor slab.

**D. Roof and Parapets:** We were able to take a quick look at the roofing and parapets by standing on a ladder on one of the classrooms and removing a roof hatch. We did not observe any issues with the perimeter parapets, including the parapet on the south wall over the south entrance where the parapet is 2-3' higher.

**E. Overall Condition:** Based on the investigation limitations previously mentioned, Olsson cannot guarantee that we have documented all structural defects. That said, despite the age of the building, it appears to be in very good structural condition overall, except for the minor interior wall deterioration discussed.

We appreciate the opportunity to be of service to you. Please contact us if you have any questions regarding this information or if we can be of further assistance to you.

Sincerely,

**Nelson Jacobs, PE**  
*Olsson Senior Structural Engineer*





PICTURE 1 - DETERIORATED WALL



PICTURE 2 - DETERIORATED WALL

## 3003

### Bidding for Construction, Remodeling, Repair, or Site Improvement

#### I. Applicability of this policy.

Construction and contracts undertaken with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Construction with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases and contracts made by the school district for construction, remodeling, repair and other site improvements.

#### II. Projects with an Estimated Cost of Less than \$~~109~~136,000

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$~~109~~136,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$~~109~~136,000 they must follow the formal procedures outlined in this policy.

#### III. Formal Bidding for Major Purchases and Construction

- A. Pursuant to section 73-106 of the Nebraska statutes, the board will advertise for bids when the contemplated expenditure of the project

exceeds \$~~109~~136,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$144,000.

C. Advertising for Bids

1. The superintendent or designee will arrange to advertise for bids under this section by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing in this policy shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

D. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received or opened and shall identify the hour at which the bids will close or be received or opened.
2. The invitation for bids will be sufficiently certain and specific, will include any specifications and pertinent attachments, and will define the items or services in order to allow the bidder to properly respond.
3. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.
4. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
5. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
6. Sealed bids will be opened in a place and at the specific time

stated in the bid form. Bidders shall be notified of the opening and invited to be present.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications.

E. Any or all bids may be rejected if there is a sound documented reason

F. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**3003.1**  
**Bidding for Construction, Remodeling, Repair, or Related Projects**  
**Financed with Federal Funds**

**I. Applicability of the Policy**

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$~~109~~136,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.~~326~~327 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

**II. All projects undertaken pursuant to this policy will be subject to the following bond requirements**

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with

a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

### **III. Construction Projects with an Anticipated Cost of Under ~~\$250350,000~~**

#### **A. Methods of Bidding/Soliciting Quotations or Estimates**

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to ~~\$10,000~~15,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed ~~\$10,000~~15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between ~~\$10,000~~15,000 and ~~\$250350,000~~ (Simplified Acquisition Procedures)

For construction projects subject to this policy, simplified acquisitions are purchases that, in the aggregate amount, is more than ~~\$10,000~~15,000 and less than ~~\$250350,000~~ annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B. Construction Projects with an estimated cost of between ~~\$109136,000~~ and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$~~109136~~,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$~~109136~~,000 and \$~~250350~~,000.

#### **IV. Construction Projects with an Anticipated Cost Over \$~~250350~~,000**

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$~~250350~~,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
  - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
  - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
  - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the

amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

#### B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

#### C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the

lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

## **V. Other Contract Matters.**

### **A. Required Terms**

The non-Federal entity's contracts must contain the applicable provisions required by section 200.[322327](#) and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

### **B. Contracting with Certain Vendors**

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

### **C. Full and Open Competition**

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

#### D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by ~~revising~~ reviewing the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

#### E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

#### F. Record Keeping

##### 1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an

effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.~~333334~~.
- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

## 2. Maintenance of Construction Records for Projects Financed with Federal Funds

- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of construction records shall be in accordance with applicable law and Board policy.

## **VI. Conflict of Interest and Code of Conduct**

- A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.
- B. Contracts covered by this policy are subject to the following additional provisions.
  - 1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
  - 2. 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.
  - 3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

### **C. Favors and Gifts**

An employee, officer, agent, and board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

### **D. Enforcement**

Disciplinary Actions will be applied for violations of such standards by officers, employees, board members, or agents of the District at the board's discretion.

## **VII. Financial Management**

### **A. Identification.**

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and

number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

#### B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

#### C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

#### D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

#### E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

#### F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up

to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

#### G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part [200, Subpart E](#). The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

#### H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers

to the grant award notice prior to determining the appropriate use of program income.

#### I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

#### J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

### **VIII. Other Contract Matters.**

#### A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.~~326~~-327 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

#### B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus

area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

### C. Record Keeping

#### 1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**3004.1**  
**Fiscal Management for Purchasing and Procurement Using Federal Funds**

**I. Applicability of Policy**

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

**II. Procurement System**

The District maintains the following purchasing procedures.

**A. Responsibility for Purchasing**

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

## **B. Methods of Purchasing**

The type of purchase procedures required depends on the cost of the item(s) being purchased.

### **1. Purchases up to ~~\$10,000~~15,000 (Micro-Purchases)**

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed ~~\$10,000~~15,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

### **2. Purchases between ~~\$10,000~~15,000 and ~~\$250,000~~350,000 (Simplified Acquisition Procedures)**

Simplified acquisitions are purchases that, in the aggregate amount, are more than ~~\$10,000~~15,000 and less than ~~\$250,000~~350,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

### **3. Purchases Over ~~\$250,000~~350,000**

#### **a) Sealed Bids (Formal Advertising)**

For purchases over ~~\$250,000~~350,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement. If sealed bids are not accepted for a purchase of over ~~\$250,000~~350,000, the district will retain an explanation for that decision.

#### **b) Contract/Price Analysis**

The District performs a cost or price analysis in connection with every procurement action in excess of ~~\$250,000~~350,000, including contract

modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

#### 4. **Noncompetitive Proposals (Sole Sourcing)**

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
  - 1) The procurement transaction can only be fulfilled by a single source;
  - 2) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;
  - 3) The federal awarding agency or pass-through entity expressly authorizes written approval of noncompetitive proposals in response to a written request from the District; or
  - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds ~~\$250,000~~\$350,000.

#### 5. **Competitive Proposals.**

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered;
  - 2) Proposals must be solicited from an adequate number of qualified sources; and
  - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used to procure A/E professional services. The method may not be used to purchase other services provided by A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

### **C. Use of Purchase (Debit & Credit) Cards**

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

### **D. Federal Procurement System Standards**

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

### **E. Debarment and Suspension**

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

### **F. Settlements of Issues Arising Out of Procurements**

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

## **III. Conflict of Interest and Code of Conduct**

**A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.**

**B. Purchases covered by this policy are subject to the following additional provisions.**

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. 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.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

### **C. Favors and Gifts**

An employee, officer, agent, and board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.

### **D. Enforcement**

Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, board members, or agents of the District.

## **IV. Property Management Systems**

### **A. Property Classifications**

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$10,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the

capitalization level established by the District for financial statement purposes or \$10,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines that acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
  - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
  - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

## **B. Inventory Procedure**

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

## **C. Inventory Records**

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;

4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

#### **D. Physical Inventory**

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

#### **E. Maintenance**

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

#### **F. Lost or Stolen Items**

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property. The District will notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.

#### **G. Use of Equipment**

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the District will not encumber the

property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

#### **H. Disposal of Equipment**

When it is determined that equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current fair market value of \$10,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency or pass-through entity. The Superintendent or his/her designee will utilize sales procedures which ensure the highest possible return on the disposal of the equipment.

#### **I. Equipment Retention**

When included in the terms and conditions of the Federal award, the Federal agency may permit the recipient to retain equipment, or authorize a pass-through entity to permit the recipient to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

#### **J. Equipment and Capital Expenditures**

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

#### **K. Depreciation**

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

#### **L. Reporting and Recording Federal Property Interest**

The district will comply with federal interest reporting and submit annual reports, if required, regarding a real property interest due to a renovation, major remodeling, construction, or real property project funded by federal grant funds.

#### **V. Financial Management**

## **A. Identification**

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

## **B. Financial Reporting**

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

## **C. Accounting Records**

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

## **D. Internal Controls**

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes. The District takes reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information.

## **E. Budget Control**

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

## **F. Payment Methods**

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

### **G. Allowability of Costs**

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

### **H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching**

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior

approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

### **I. Cost Sharing or Matching**

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under subpart E (Cost Principles) of this part;
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

### **J. Documentation of Personnel Expenses**

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

## **VI. Written Compensation Policies**

### **A. Time and Effort Standards**

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local

funds but is used to meet a required “match” in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;
- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee’s salary or wages among specific activities or costs objectives.

#### **B. Time and Effort Procedures**

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

#### **C. Fringe Benefits**

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

#### **D. Leave**

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

#### **E. Unexpected or Extraordinary Circumstances**

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

## **F. Documentation for Personnel Expenses**

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

## **VII. Other Contract Matters.**

### **A. Required Terms**

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

### **B. Contracting with Certain Vendors**

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible consistent with state law.

**Buy American.** The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A “domestic commodity or product” is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d). The District may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

### **C. Record Keeping**

#### **1. Record Retention**

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show

compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

## 2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

**D. Privacy**

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

**E. Travel Costs**

All travel expenses paid with federal grant funds shall meet the federal requirements such as:

- (1) All travel costs must be reasonable and necessary;
- (2) All travel costs must be consistent with District policy; and
- (3) All travel costs must be directly related to the grant award.

In addition, all travel expenses funded with federal grant funds must be preapproved by the Superintendent or designee. The state per diem rates for lodging shall be used to determine that maximum amount charged to a federal grant. For reimbursement of meals, the per diem rate and rules set by the State of Nebraska through the Nebraska Department of Administrative Service's Expense Reimbursement Document "ERD" Guidelines will apply. There will be no reimbursement for breakfast if the staff member's lodging provides continental breakfast at no cost. For reimbursement for mileage or fuel, the State of Nebraska mileage rate will apply. If a District-owned vehicle is available for travel, the District-owned vehicle must be utilized unless preapproved by the Superintendent or designee. All expenditures claimed by staff must include receipts and a completed voucher.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 3048 Communicable Disease

The ~~school~~ district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases. [The district complies with Neb. Rev. Stat. §§ 79-217 to 79-223 and Title 173 Nebraska Administrative Code, Chapter 3.](#)

~~**Communicable Diseases.** Communicable diseases are defined by the Nebraska Department of Health and Human Services in Title 173 Nebraska Administrative Code Chapter 1 and include HIV/AIDS, Hepatitis (A, B, and E), Measles, Mumps, and Tuberculosis.~~

~~**School Attendance and Participation in School Sponsored Activities.** A student who has been~~  
**Definitions.** Terms used in this policy have the meanings given in 173 NAC 3-002. A "reportable communicable disease" means a disease that must be reported under 173 NAC, Chapter 1.

**Signs and Symptoms; Sending Students Home.** Staff will watch for signs and symptoms of contagious or infectious disease. These signs and symptoms include fever, flushed face, headache, body aches, unexplained tiredness, loss of appetite, stomach ache, nausea, vomiting, diarrhea, convulsions, sore throat, nasal congestion or discharge, unexplained skin eruption, and sore or inflamed eyes. The district will notify the parent or guardian of the student's signs or symptoms. Upon notice, the parent or guardian must immediately cooperate with the district to arrange safe transportation home or another appropriate caregiver for the student. The district will report any failure to reasonably cooperate with the district to the Department of Health and Human Services or local law enforcement as appropriate.

**Notice to School Authority.** When the district sends a student home for a suspected contagious or infectious disease, the principal or school nurse will notify the superintendent or designee without delay.

**Reports to Public Health.** The school nurse, or a person acting in the capacity of a school nurse, will report each case or suspected case of a reportable communicable disease. The report must go to the local public health department or the Nebraska DHHS Division of Public Health as provided in 173 NAC 1-007.04.

**Exclusion From School.** The district will exclude a student with a confirmed communicable disease for at least the minimum isolation period in Attachment 1 to 173 NAC, Chapter 3. The student must be free of acute signs and

symptoms. The student must be fever-free for 24 hours without fever-reducing medication before returning to school.

### **School Attendance and Participation in School Sponsored Activities.**

The district will provide educational services to a student diagnosed with a communicable disease shall be provided with educational services in accordance with state law and board policy. Generally, individuals with a communicable disease will be restricted only to the extent necessary as required by law. The district will restrict the student as needed to prevent the transmissionspread of the disease, to protect theirthe student's health and rights of privacy, and to protect the health and safety of others. The decision regarding a student's education program and placement shall be made on an individual basis in light of current medical and educational information and recommendations. These will be determined by the superintendent, the student's Section 504 or Individualized Education Program (IEP) team, or the district's Crisis Team. In addition, participation in Nebraska School AthleticParticipation in Nebraska School Activities Association (NSAA) events will beis subject to itsNSAA rules and pcedures, if anythe provisions of the district activity handbook.

### **Infection and Exposure Control Procedures/Universal Precautions.**

The district will monitor the information available through the Federal Centers for Disease Control, the Nebraska Department of Health and Human Services, and the Occupational Safety and Health Administration. This policy and any procedures, universal precautions, or exposure control ~~planplans~~ will be modified, if appropriate, based upon the best new medical information provided by the above sources.

The superintendent will take appropriate measures if there is an **Outbreaks.** In an outbreak or epidemic or outbreak of a communicable disease which may include, but is not limited to, the emergency exclusion or alternative placement of superintendent may exclude students, reassign students, or close one or more schools. The superintendent will coordinate with the closure of a school building or the entire school district. local health department and the Nebraska Department of Health and Human Services as needed.

**Confidentiality.** The existence of an individual'sdistrict will keep information about a person's communicable disease shall be treated as confidential and will be limited to school. The district will share information only with staff on a "need-to-know" basis. If it is necessary toWhen the district must inform a person of another'sabout another person's condition (due to exposure, for instance), the person will be notified of, the confidentiality ofdistrict will inform that disclosure. In addition, any communicationperson of the duty to keep the information confidential. The district will communicate about a student's

communicable disease ~~shall be~~ consistent with ~~that~~the student's IEP or Section 504 Plan, if any.

**Staff Training.** Staff will receive training regarding communicable diseases and the requirements of this policy and any adopted procedures as part of the training received under the Workplace Injury Prevention and Safety Committee policy.

~~**Reporting.** School staff who learn that an individual has a communicable disease will report it to the proper authority as required by Title 173 Nebraska Administrative Code Chapter 1~~

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**3061**  
**ACH Originator**

The District sends electronic payments through the ACH (Automated Clearing House) Network such as payroll direct deposits and/or vendor payments. Because of these payments, the District is classified as an ACH Originator. As an ACH Originator, the District complies with the National Automated Clearing House Association (NACHA) Operating Rules which govern the ACH Network. The District's bank requires compliance with the Rules as a condition of the District's ability to send ACH Payments.

**Responsibilities.** The District follows all terms of its Originating Depository Financial Institution/Originator Agreement with its bank. The District obtains a written authorization before sending any ACH payment. The District meets all processing deadlines set by the bank and NACHA. The District gives authorization records to the bank upon request within NACHA's required timeframes. The District keeps all sensitive banking information secure. When the District receives a Notification of Change, it updates the payment record before the next ACH transaction. When the District receives a return due to an error or unauthorized activity, it stops all related subsequent payments until instructions are received from the Bank. The District keeps its computer systems and network secure in line with its bank agreement. The District uses procedures to spot unauthorized payments. All employees with ACH duties will complete training, if required by the Bank or NACHA, and respond to audit requests. The District will implement internal controls and procedures to mitigate errors and risk of unauthorized ACH entries.

**Fraud Monitoring.** The District reviews ACH transactions for unusual patterns or amounts before submitting each file. If the District suspects an error or unauthorized ACH transaction, the District will: determine whether the problem is fraud, a scam, or an internal error; notify the bank right away; contact law enforcement if needed; and stop all related future ACH transactions.

**Employee Training.** All employees with ACH duties will complete any ACH origination training required by the District's designated bank(s).

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 4017

### Relations with Employee Collective Bargaining Associations

The board of education recognizes the right of staff members to belong to professional employee organizations ~~for bargaining purposes pursuant to state statutes.~~ The board will negotiate with employee associations organizations that have been established certified or recognized in accordance with public employee bargaining statutes ~~and will negotiate with local collective bargaining unit representatives at mutually agreeable times.~~ The board or administration will coordinate with certified or recognized organizations for purposes of collective bargaining.

~~To facilitate an amicable relationship between the district and any local employee associations, the~~ The district will allow professional employee associations organizations to make reasonable use of district facilities for meetings outside the school's district's and the employees' work hours. With administrative approval, associations organizations may use district resources, post notices of meetings, and provide other information on bulletin boards designated for this purpose, and use district e-mail and mail boxes mailboxes for delivery of employment-related information specific to the organization. Associations Organizations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

For purposes of recruiting new members, organizations may host or attend certain meetings of certificated staff outside the district's and the employees' work hours. Attendance at any staff meetings does not include all-staff, building-level, committee, or other meetings called by the district, unless those meetings are open to other organizations or if required by law.

Unless otherwise specified in this policy or permitted law, organizations will be treated equally, and the district will not designate any day or break by reference to any specific organization.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 4019

### Workplace Injury Prevention and Safety Committee

The school district is committed to providing and maintaining a safe work environment, and to taking reasonable precautions for the safety of the students, employees, visitors, and all others having business with this school district. Every employee should show concern for the safety of fellow employees, students, and members of the public. The district shall have a safety committee as required by Nebraska law. Members of the safety committee ~~shall~~may be established through the collective bargaining process.

The committee ~~shall~~will adopt and maintain a written injury prevention program. The committee ~~shall~~will participate in the development of safety education, training, and the establishment of safety rules, policies and procedures pursuant to this policy, the district's written injury prevention program, or as otherwise provided by law. Training for employees ~~shall~~will be conducted annually.

The workplace injury prevention and safety committee ~~shall~~will maintain minutes of all meetings and file them in the district office. The committee ~~shall~~will implement accident investigation, record keeping procedures, safety rules, safety and health training, and policies. The district ~~shall~~will maintain records for at least three years, or longer if directed by the Department of Labor.

The committee ~~shall~~will meet at least once every three months or more frequently in the event of an employee complaint or of a job-related injury or death. The workplace injury prevention and safety committee ~~shall~~will keep written minutes of all meetings, and provide a copy to the superintendent or designee who ~~shall~~will maintain the minutes in the district's administrative offices for a period of at least three years, unless otherwise instructed by the Department of Labor.

The workplace injury prevention and safety committee ~~shall~~will develop an injury prevention plan and present it to the board. The plan should be developed and presented in the spirit of employees working together in a cooperative, non-adversarial effort to promote safety at the work sites within the district.

The superintendent or designee ~~shall~~will assure that the safety training for employees is reviewed annually or more frequently, if needed. He or she ~~shall~~will provide the following, as set forth in the initial written Employer's Injury Prevention Plan:

1. Initial safety orientation on rules, policies, and job specific procedures for new employees or employees who are assuming new and different duties within the school district, if appropriate.
2. Job specific training for employees before they perform potential hazardous work.
3. Periodic refresher training and dissemination of information on an annual basis, or more frequently if so designated by the administrator, for employees regarding the injury prevention plan of the unit and safety rules, policies, and procedures pertaining to safety within the school district.

In the event of a death in the workplace, the workplace injury prevention and safety committee ~~shall~~will forward to the Department of Labor within 15 working days a copy of any review of the matter made by the workplace injury prevention and safety committee.

The superintendent or designee ~~shall~~will establish or cause to be established record-keeping procedures to control and maintain all accident and injury records pertaining to accidents and injuries within the district or activities under the control of the district. Such records ~~shall~~will be kept for at least three years, or longer if so advised by the Department of Labor.

The workplace injury prevention and safety committee will confer with the district's crisis team and ~~shall~~will review the district's All-Hazard School Safety Plan upon its adoption by the crisis team.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**4056**  
**Resignation of Certificated Staff**

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

**SELECT ONE OF THE FOLLOWING PARAGRAPHS**

Staff members who submit their resignations to the board of education by the earlier of (a) April 15th or (b) the date designated in a written request of the school board or the administrators to accept employment for the next school year pursuant to section 79-829 (provided that such acceptance date may not be earlier than March 15<sup>th</sup> of each year) will be released from the next school year's contract. Staff members who refuse to fulfill their contractual obligations will be reported to the Commissioner of Education Professional Practices Committee of the Nebraska Department of Education.

**OR**

Staff members who submit their resignations to the board of education after \_\_\_\_\_ but before \_\_\_\_\_ **[insert whatever date your district uses]** will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Suitability determinations will be made solely by the district and will be based upon, but not limited to, experience, quality, availability of adequate candidates, effect on extracurricular programs, class offerings, and effect on students. Staff members who refuse to fulfill their contractual obligations will be reported to the Commissioner of Education Professional Practices Committee of the Nebraska Department of Education.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **4065 Staff Use of AI Tools**

As used in this policy, artificial intelligence tools (“AI Tools”) means machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude, and similar technologies. The board wants to encourage staff to use AI tools to support student learning in safe and lawful ways.

This policy works together with the district’s policies on Student Use of AI Tools, Staff Internet and Computer Use, and Staff and District Social Media Use.

**Tool Approval.** Staff may not use an AI Tool with students or with student information unless a member of the district’s administration has approved it. To use a new tool, staff must request approval from his/her supervising administrator first. Before approving a tool, the district will review the vendor’s privacy and security practices, the kind of student information the tool would use, and whether a written data-sharing agreement with the vendor is required. The district will keep a list of approved AI Tools and the allowed uses for each.

### **I. Staff Expectations for Use of AI Tools in Education**

**A. Acceptable Use of AI Tools.** Staff members must use their own professional oversight for any task they use AI Tools to complete and must carefully review the outputs of all AI Tools. Staff may use approved AI Tools to help with things like:

1. Drafting lesson plans, learning goals, and activities;
2. Assisting in initial review and feedback of student work;
3. Making reading passages or practice problems at different levels;
4. Drafting general messages like newsletters or announcements;
5. Finding resources or summarizing public information;
6. Drafting routine communications.

**B. Protecting Student Information.** Staff may upload student information into an AI Tool only when (a) the tool is district-approved, and (b) the vendor is bound by a written data-sharing agreement with terms that meet FERPA, COPPA, PPRa, and applicable state student data privacy laws. For this purpose, student information includes student names, ID numbers, education records, IEPs, Section 504 plans, evaluations, health records, and discipline records. This rule applies whether the staff member uses a district account, a personal account, a free version, or a paid version.

**C. Recording and Transcription Tools.** Staff may use AI recording or transcription tools only if:

1. The transcription tool has been approved by an administrator for use in the school context; and
2. All participants to the meeting are informed that the staff member is recording or transcribing the meeting.

The resulting recording or transcript may be subject to the district's retention and confidentiality policies.

**D. Unacceptable Use of AI Tools in Education.** Staff may never use AI tools to:

1. Upload FERPA-protected information about students without the express, written authorization from administrators who have assured themselves that such disclosure is lawful;
2. Relying solely on an AI Tool to grade student work that counts toward a grade or transcript or otherwise evaluate student academic progress;
3. Make or share deepfakes or fake images, audio, or video of any real person.
4. Make or share sexual or intimate images of any real person—even if the image is AI-generated;
5. Use AI to harass, bully, threaten, or impersonate any student, staff member, parent, board member, or community member;
6. Use AI to watch, track, or scan faces of students or staff outside of systems the board has approved;
7. Upload materials to AI if the copyright or license does not allow it;

8. Share district AI accounts or passwords with students or others;
9. Use district AI accounts for personal or business reasons; or
10. Use AI to bypass district network security, content filters, or device controls.

If any staff member is uncertain about the application of this policy to any AI Tool use, the staff member will check with a supervising administrator before use.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **5001 Compulsory Attendance and Excessive Absenteeism**

### **Required Attendance**

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

### **Mandatory Attendance Age**

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

### **Exceptions**

This policy does not apply when attendance is made impossible or impracticable by severe weather conditions or by the mental or physical illness of the student or a child whom the student is parenting.

A child who will not reach age 7 before January 1 of the current school year may be excused from mandatory attendance if the child's parent or guardian completes an affidavit affirming that alternative educational arrangements have been made for the child. A copy of the required affidavit is attached to this policy.

### **Discontinuing Enrollment – 5 Year Old Students**

The person seeking to discontinue the enrollment of a student who will not reach six years of age prior to January 1 of the current school year shall submit a signed, written request to the superintendent using the form which is attached to this policy. The school district may request written verification or documentation that the person signing the form has legal or actual charge or control of the student. The school district shall discontinue the enrollment of any student who satisfies these requirements. Any student whose enrollment is discontinued under this subsection shall not be eligible to reenroll in this school district until the beginning of the following school year unless otherwise required by law.

## **Discontinuing Enrollment – 16 and 17 Year Old Students**

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request and submit it to the superintendent using the form which is attached to this policy. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend ~~a~~an exempt school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending exempt schools. The superintendent may confirm the validity of the submission with the State Department of Education.

## **Prohibition on Discontinuing Enrollment – Abuse or Neglect Investigation**

Upon notice from the Department of Health and Human Services, the District shall not facilitate the transfer or disenrollment of a student whose parent, guardian, or educational decisionmaker is subject to an active investigation by the Department for fourteen days or until further notice from the Department, whichever occurs first.

## **Attendance Officer**

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

## **Excused Absences – Physical or Mental Illness**

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the

documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

### **Excused Absences – Others**

The following additional absences will be considered excused if they are confirmed by communication to the school from the student's parent/guardian:

~~1. Physical or mental illness of the student (a physician's verification is required after four (4) consecutive days of absence for illness)~~

2.1.        Severe weather

3.2.        Medical appointments for the student

4.3.        Death or serious illness of the student's family member

5.4.        Attending a funeral, wedding or graduation

6.5.        Appearance at court or for other legal matters

7.6.        Observance of religious holidays of the student's own faith

8.7.        College planning visits

9.8.        Personal or family vacations

### **Excessive Absenteeism**

When a student receives 5 unexcused absences or the hourly equivalent in any semester, the Attendance Officer may send written notification of the student's total absences to the student's parent or guardian. When a student receives **10** unexcused absences or the hourly equivalent in any school year, the Attendance Officer will send written notification of the student's total absences to the student's parent or guardian and offer to meet with the student's parents or guardians to discuss any barriers to the student's attendance. When a student receives **15** unexcused absences or the hourly equivalent in any school year, the Attendance Officer will send written notification of the student's total absences to the student's parent or guardian and shall schedule a meeting with relevant stakeholders to discuss and address any barriers to the student's attendance, unless the Attendance

Officer determines that such a meeting would not be productive in facilitating the student's regular attendance.

When a student is absent more than twenty days per year or the hourly equivalent and any portion of the absences is unexcused, the Attendance Officer

**Making Up Absences (Optional – Remove or revise based on your District's practices.)**

When a student receives [X] unexcused absences or the hourly equivalent in any semester, the student shall be required to make up those absences through attendance in [insert program]. Absences shall be made up at a rate of [insert rate.]

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**5003**  
**Admission of Part-Time Students**

A student may be permitted to enroll on a part-time basis pursuant to this policy and applicable curricular practices when enrollment is appropriate for reasons that include but are not limited to the following: the student attends another education institution on a primary basis; is enrolled for a limited number of credit hours needed to graduate; has a modified schedule because of a disability or as part of an individualized education plan; or is a student who attends a private, denominational, or parochial school or a school that elects not to meet accreditation or approval requirements (referred to herein as an exempt school student or an exempt school, respectively).

**Eligibility and Application for Enrollment.** A student may be eligible for part-time enrollment if the student:

1. is of appropriate age to attend school;
2. is a resident of this school district;
- ~~2.3. is or~~ 3. is a resident of another school district attending a private, denominational, parochial, or exempt school, ~~but only. For residents of another school district, the student is only eligible to part-time enroll if~~
  - a. this school district is the closest to the student's residence that offers the extracurricular sport or activity they desire to participate in, and their resident school district does not offer that sport or activity; or
  - b. the school building the student would attend if accepted for part-time enrollment is closer than the school building the student attends or would attend at the resident district;
4. has not graduated from high school; and
5. has not received a graduate equivalency diploma.

The parent or guardian must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by [redacted] prior to the year of enrollment. For second semester high school courses, the application must be filed by [redacted]. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian must apply for enrollment each school year.

**Limitations Based on Resources.** The part-time enrollment of students is subject to limitations for grades, classes, courses, and programs based on the limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

**Placement of Students.** Students accepted for part-time enrollment shall be placed in courses for which they have adequate preparation and which are determined to be educationally appropriate based on criteria that include, but are not limited to the student's age, achievement test scores, academic record, evaluation by school personnel and any other standards used by the district for the placement of students.

**Grades and Academic Honors.** Students accepted for part-time enrollment shall receive grades, report cards, and transcripts, but shall not be eligible to graduate, receive a diploma or qualify for class ranking unless they meet all district requirements including earning a sufficient number of credit hours and semesters of attendance.

**Applicability of School Rules.** Students accepted for part-time enrollment are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and staff. They must remain on the school campus during scheduled classes but must leave the school campus when not engaged in a course, course-related activity, or an extracurricular activity or sport, unless the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

**Extracurricular Sports and Activities.** [OPTION 1: accredited private school students can't participate] Students who are enrolled in a private, denominational, or parochial school may not participate in extracurricular sports and activities sponsored by the school district.

[OPTION 2: accredited private school students can participate]. Students who are enrolled in a private, denominational, or parochial school may not participate in extracurricular sports and activities sponsored by the school district if they participate in extracurricular sports and activities at any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

1. For extracurricular sports and activities regulated by an athletics or activities association in which this school district is a member: 5 credit hours.
2. For extracurricular sports and activities governed by a national or state organization other than an athletics or activities association, such as FFA: the minimum number of credit hours offered by the school district as required by that national or state organization.
3. For extracurricular sports and activities not regulated or governed by any such entity: **INSERT NUMBER 0-5 credit hours**, must be enrolled in 5 credit hours in this school district to participate. **Choice A: let them participate in non-regulated activities without enrolling in classes.** Students seeking to participate in extracurricular sports and activities not regulated by such an entity may participate without enrolling in any classes at the school district but must still fill out the application form. **Choice B: require some number of credit hours from the district to participate in non-regulated activities.** Students seeking to participate in extracurricular sports and activities not regulated by such an entity may only participate if they enroll in at least **insert your number here** credit hours on a part-time basis.

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Exempt school students may only participate in extracurricular sports and activities if they are enrolled in at least 20 total credit hours per semester, when combining the exempt school credit hours and credit hours taken on a part-time basis at the school district, and enrolled in the number of credit hours at this school district set out below. Exempt school students are not eligible to participate in extracurricular sports and activities sponsored by the school district if they participate in any sport or activity sponsored by any other public, private, denominational, or parochial school. Any such students who desire to participate in extracurricular sports and activities at the school district must enroll in the following number of credit hours from the school district:

1. For extracurricular sports and activities regulated by an athletics or activities association in which this school district is a member: 5 credit hours.
- ~~1-2.~~ For extracurricular sports and activities governed by a national or state organization other than an athletics or activities association, such as FFA: the minimum number of credit hours offered by the school district as required by that national or state organization.
- ~~2-3.~~ For extracurricular sports and activities not regulated or governed by any such entity: **INSERT NUMBER 0-5 credit hours** Any such students who desire to participate in extracurricular sports and activities regulated by an athletics or activities association in which this school district is a member must be enrolled in 5 credit hours in this school district to participate. **Choice A: let them participate non-**

~~regulated activities without enrolling in classes. Students seeking to participate in extracurricular sports and activities not regulated by such an entity may participate without enrolling in any classes at the school district but must still fill out the application form. Choice B require some number of credit hours from the district to participate in non-regulated activities. Students seeking to participate in extracurricular sports and activities not regulated by such an entity may only participate if they enroll in at least insert your number here credit hours on a part-time basis.~~

All students permitted to participate in extracurricular sports and activities under this policy must also meet all other eligibility requirements set by the board, administration, and coach/sponsor prior to participating and for continued participation in the sport or activity. This includes but is not limited to rules for completing courses; up/down lists for deficient grades and/or incompletes; and all eligibility and other requirements of the Nebraska School Activities Association and any other governing bodies for the activity or sport.

**Transportation.** Part-time school students are not entitled to transportation or reimbursement for transportation to and from the school for class attendance purposes, unless required by law. Eligible part-time students are entitled to transportation to and from practices and extracurricular events to the same extent as the school district's full-time students, but part-time students must arrange their own transportation and arrive timely to the designated pick-up point for such transportation.

**Option Enrollment.** Students may not enroll on a part-time basis pursuant to the school's option enrollment program.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 5004 Option Enrollment

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for ensuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

### 1. Definitions

- a. **Option Student Defined.** Option student means a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. **Resident School District Defined.** Resident school district means the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. **Option School District Defined.** Option school district means the school district that a student chooses to attend other than his or her resident school district.
- d. **Elementary School Defined.** Elementary school means grades K - [REDACTED].
- e. **Middle School Defined.** Middle school means grades [REDACTED] - [REDACTED].
- f. **High School Defined.** High school means grades [REDACTED] through 12.
- g. **Individual Student Defined.** Individual Student means the individual person seeking to begin attendance as an option student in the school district and who such person's parent or legal guardian has identified in a ~~written~~ application for option enrollment submitted to the school board.
- h. **Applicants Defined.** Applicants means the Individual Student together with all siblings of the Individual Student.
- i. **Siblings Defined.** Siblings means all children residing in the same household on a permanent basis who have the same mother

or father or who are stepbrother or stepsister to each other who have not received a high school diploma or its equivalent.

**2. Persons Entitled to Apply for Option Enrollment of Students.** Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

**3. Duties, Entitlements and Rights of Option Students.** Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

**4. Automatic Acceptance.** The option school district must automatically accept applications of Individual Students under the following circumstances:

**a.** The Individual Student relocates in a different school district but wants to continue attending his or her original resident school district and the Individual Student has been enrolled in his or her original resident school district for the immediately preceding two years (in which case the time deadlines are waived);

**b.** The Individual Student relocates in a different school district but wants to continue attending the option school district (in which case the time deadlines are waived); or

**c.** The Individual Student is a sibling of an option student enrolled in the option school district.

**4.5. Standards for Acceptance or Rejection of All Other Option Students.** For Individual Students not entitled to automatic acceptance as described in the preceding section, no application for option enrollment may be accepted if enrollment in the school district if any of the Applicants would exceed the school district's capacity as described in this section.

**a. Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that any of the studentApplicants has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been identified as a student with a disability as defined in section 79-1118.01, the

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application will be evaluated by the director of special education services or the director's designee who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide all of the applicantApplicants the appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

- b. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.
- c. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.
- d. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept any application for option studentenrollment when acceptanceenrollment of any of the studentApplicants:

  - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to any of the studentApplicants;
  - ii. Would require the procurement of new equipment, technology, or furnishings;
  - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;

- iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

**e. Prohibited Standards.** The school district shall not base the decision to accept or reject ~~an option student on the student's~~the application of the Individual Student on any of the Applicants' previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

**f. Order of Acceptance.** If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted ~~in the following order:~~

~~i. students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;~~

~~ii.i. thereafter, option students shall be accepted into such program, class, grade level or school building~~ in the order in which written applications were received by the school district.

**g. Maximum Capacity Report.** The school district will annually establish, publish, and report the capacity for each school building under the district's control pursuant to procedures, criteria, and deadlines established by the Nebraska Department of Education.

**5.6. False or Misleading Option Applications.** If, prior to the ~~student's~~Individual Student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information about any of the Applicants, the option application will be rejected.

**6.7. Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.

**7-8. Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.

**8-9. Procedure for Students Optioning Into or Out of the School District.**

- a. The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.
- b. On or before April 1<sup>st</sup>, the school district shall notify the parent or legal guardian of any ~~student~~Individual Student who has submitted an application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

**9-10. Late Applications and Requests for Release**

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

i. When the resident district has released the student, or if the student is an option student at the time of such application and applying to become an option student at a subsequent option school district, a release approval from the option school district the student is attending at the time of such application;

ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

OR

b. The board of education will deny all applications to option into the district that are received by the district after March 15 of the school year prior to the student's requested enrollment.

c. The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15<sup>th</sup> no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

**10-11. Students Who Do Not Need a Release from the Resident District**

a. A student does not need to be released from his/her resident district or the option school district the student is attending at the time of application under the following circumstances:

i. When the student has relocated to a different resident school district after February 1

ii. When a student's option school district merges with another district effective after February 1

b. The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

**11. Cancellation of Option.**

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

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

**12. Authority of Superintendent.**

The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

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## 5035 Student Discipline

Administrative and teaching personnel may take actions regarding student behavior, other than those specifically provided in this policy and the Student Discipline Act, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules, requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a ~~parent or guardian~~Parent to such counseling or evaluation. Disciplinary consequences may also include in-school suspension, Saturday School, and any other consequence authorized by law. District administrators may develop building-specific protocols for the imposition of student discipline.

Any disciplinary action taken by staff must be consistent with the requirements of other applicable laws, including but not limited to the IDEA, Section 504, and Title IX.

In this policy, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

"Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this policy shall be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her ~~parent or guardian~~Parent.

Any student who is suspended or expelled from school pursuant to this policy may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

### **Pre-Kindergarten through Second Grade Students**

Notwithstanding any other provision of this policy, an elementary school shall not suspend a student in pre-kindergarten through second grade unless the student:

1. Bbrings a deadly weapon as defined in section 28-109 onto school grounds, into a vehicle owned, leased, or contracted by a school being used for a school purpose or into a vehicle being driven for a school purpose by a school employee or his or her designee, or at a school-sponsored activity or athletic event; or
2. Engages in violent behavior capable of causing physical harm to another student or school employee.

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As an alternative to suspension, the school district may take any action authorized by law, including those provided in section 79-258.

### **Makeup Work for Suspended Students**

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations (“makeup work”). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a ~~parent or guardian~~Parent at the time of suspension. Suspended students may not be required to attend the school’s alternative program for expelled students in order to complete classwork or homework.

### **Short-Term Suspension**

The Principal may exclude students from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or,
2. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, that occur on or off school grounds, if such conduct interferes with school purposes or there is a connection between such conduct and school.

The following process applies to short-term suspension:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to

further school purposes, or to prevent an interference with school purposes.

2. ~~Prior~~ After the principal has determined that a short-term suspension is necessary, but prior to commencement of the short-term suspension, the student and the Parent will be given oral ~~or~~ and written notice of the charges against the student. They ~~student~~ will be advised of what ~~he~~ she ~~the student~~ is accused of having done, be given an explanation of the evidence the authorities have, and be given an opportunity to ~~explain and present evidence of~~ the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal will send a written statement to the student, and the student's ~~parent~~ parent or guardianParent, describing:

  - a. ~~T~~the student's conduct, misconduct or violation of the rule or standard ~~and~~;
  - b. ~~T~~the reasons for the action taken;
  - c. The actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension;
  - d. Resources the school is able to provide or recommend to assist the student; and
  - e. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.

- 3.4. —An opportunity will be given to the student, and the student's ~~parent or guardian~~Parent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the ~~parent or guardian~~Parent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.
- 4.5. Students who are short-term suspended must be given the opportunity to complete classwork and homework missed during the period of suspension, including but not limited to examinations, as provided herein.

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### **Emergency Exclusion**

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

### **Weapons and/or Firearms**

**Weapons.** No student may possess, handle, or transmit any weapon while on school grounds, in a school vehicle, or at any school activity or event off school grounds except as permitted by this policy. **Definition of Weapon.** The term "weapon" means any object, device, instrument, material, or substance which is capable of causing injury in the manner it is used or intended to be used.

**Firearms.** No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy. **Definition of Firearm.** The term "firearm, as defined in 18 U.S.C. 921, means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device (excluding an antique firearm).

**Exceptions Regarding Firearms and Weapons.** The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

**Consequences - Firearm.** Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

**Consequences - Weapon.** State law and this policy provide that any student who violates this policy by knowingly bringing, possessing, handling or transmitting a weapon, other than a firearm, on school grounds, in a school owned vehicle, or at a school activity or event off school grounds may be suspended on a long-term basis, mandatorily reassigned, or expelled for the remainder of the school year in which the expulsion takes effect (if the misconduct occurs during the first semester) or the remainder of the second semester, summer school, and the first semester of the following school year (if the misconduct occurs during the second semester).

**Confiscation of Firearms and Weapons.** Administrative and teaching personnel are statutorily authorized, without a warrant, to confiscate any firearm or weapon possessed in violation of this policy. Any firearm that is

confiscated by school personnel shall be delivered to a peace officer as soon as practicable. Such firearms are subject to being destroyed by law enforcement authorities.

**Report to Law Enforcement Authorities.** All school personnel are required to report any violation of this policy to a principal or the superintendent of schools. Pursuant to state and federal law, school personnel are required to report to law enforcement authorities when a student brings a firearm to school.

### **Long-Term Suspension**

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

### **Expulsion**

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's ~~parent or guardian~~Parent. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted

for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise the student may be readmitted by action of the Superintendent.

3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.
4. **Alternative School or Pre-expulsion Procedures.** The school shall either provide an alternative school, class or educational program for expelled students, or shall follow the pre-expulsion procedures outlined in NEB. REV. STAT. 79-266.
5. **Conclusion of Expulsion.** At the conclusion of an expulsion, the school district will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

#### **Grounds for Long-Term Suspension, Expulsion or Mandatory Reassignment:**

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, NEB. REV. STAT. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes. The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct";
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;

4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or
11. A repeated violation of any of the following rules if such violations constitute a substantial interference with school purposes:
  - a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, gender, national origin, or religion;
  - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health

- and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
- c. Violating school bus rules as set by the school district or district staff;
  - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation or electronic cigarettes, vapor pens, etc.;
  - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
  - f. Possession of pornography, including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically), including creation, possession, dissemination, accessing, sale, or any other use of synthetic media, such as deepfakes;
  - h. Engaging in hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault;
  - i. Bullying which shall include cyberbullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and

posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;

- j. Violations of the district's acceptable computer use policy;
- k. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
- l. Using any object to simulate possession of a weapon;
- m. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation;
- n. Violation of the school's audio and video recording policy; and
- o. Any other violation of any board policy, handbook provision, or rule or regulation established by a school district staff member pursuant to authority delegated by the board.

### **Due Process Afforded to Students Facing Long-term Suspension or Expulsion**

The following procedures shall be followed regarding any long-term suspension, expulsion, or mandatory reassignment:

1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.
2. The Principal shall serve the student and the student's ~~parents or guardian~~Parent with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
  - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;

b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;

c. Resources the school is able to provide or recommend to assist the student;

b.d. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;

e.e. A statement that, before long-term suspension, expulsion, or mandatory reassignment can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;

d.f. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;

e.g. A statement that the principal, legal counsel for the school, the student, the student's ~~parent~~Parent, or the student's representative ~~or guardian~~—has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and

f.h. A form on which the student, the student's ~~parent, or the student's guardian~~Parent may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.

3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect, if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.

4. Nothing in this policy shall preclude the student, the student's parents, ~~guardian~~Parent, or representative from discussing and settling the

matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.

5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's ~~parent or guardian~~Parent may request designation of a hearing examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's ~~parent or guardian~~Parent must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.
6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's ~~parent or guardian~~Parent of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's ~~parent or guardian~~Parent, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, ~~and~~the student's ~~parent, guardian,~~Parent, or representative have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.
10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

**Reporting Requirement to Law Enforcement**

Violations of this section will result in a report to law enforcement if:

1. The violation includes possession of a firearm;
2. The violation results in child abuse;
3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed solely by discipline from the school district;
4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students;
5. It is a violation of the Nebraska Criminal Code that interferes with school purposes;
6. The report is required or requested by law enforcement or the county attorney.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**5048**  
**Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)**

School employees will comply with the requirements of the NDE Rule 59 "Protocol: protocol entitled, "Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)" (Protocol) to address incidents of anaphylaxis involving students at school when those students do not have existing response plans. For students with individual self-management plans, Section 504 plans, or Individualized Education Programs (IEP) addressing asthma or anaphylaxis responses, school employees will comply with those plans. The district shall procure and maintain the equipment and medication necessary to implement the ~~protocol~~Protocol.

The superintendent shall obtain the required signature(s) of one or more ~~physicians~~Prescribing Health Care Practitioners licensed to practice medicine in Nebraska on the Protocol form ~~entitled "Protocol: Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)" ("Protocol").~~ The superintendent shall publish this policy and Protocol in each student and employee handbook.

The superintendent shall arrange to have a qualified medical ~~person~~professional train employees, and for training updates as necessary. This may be a medical doctor, qualified school nurse, or other person qualified to train staff on the medication of students.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 6009 Grade Placement and Academic Credits of Transfer Students

~~Subject to a determination on grade placement based on the criteria set forth below, a~~The district will use the criteria outlined below to determine both the grade-level placement and the academic credit awarded to transfer students. The administration is the final decision-maker and decisions made pursuant to this policy may not be appealed to the board of education.

### Transfer from an Accredited School District.

A student transferring from an accredited school generally will be placed at the grade level that is comparable to the placement in the school from which the student is transferring. Temporary placement may be made until a student's records are received to verify the placement.

### Elementary Level Students

The ~~appropriate level of placement for elementary level students may be determined by, but not limited to, consideration of student's building principal may place a student into a grade level that is different from the accredited school from which the student is transferring after considering~~ the following information:

#### Chronological

- ~~Student's chronological~~ age
- ~~Previous public school or private~~ school experience
- ~~Diagnostic test data~~
- ~~Achievement test data~~
- ~~Criterion-referenced test data~~

### Secondary Level Students

The ~~appropriate level of placement for secondary students may be determined by, but not limited to, consideration of the following information:~~

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- ~~Chronological age~~
- ~~Previous public school or private school experience and Academic transcript received from the accredited school of origin~~
- ~~Standardized Testing data from the accredited school of origin, including but not limited to, standardized achievement test data~~
- ~~Criterion, criterion-referenced test data, classroom testing data, and diagnostic test data~~
- ~~Final examination test Testing data~~
- ~~Diagnostic test data~~

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- ~~The district will accept credits toward graduation that were awarded by an accredited school district and which, in the professional judgment of the administrative team, are sufficiently rigorous and comparable to the district's offered courses of study. A student transferring into from any tests or assessments conducted by the school district in grades 9-12 will be responsible for meeting all graduation requirement in order to be awarded a diploma from the district.~~

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~~Students who transfer from All credits awarded to a student by an exempt (home) school and/or a non-accredited school may be awarded credits to institution will be counted toward high school towards applicable graduation requirements at for the transferring student.~~

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**Transfer From a Non-Accredited School.**

~~A student or a parent/guardian of a student who is transferring into the discretion of the building principal in consultation district from a non-accredited school must provide the district with copies of all materials that have been used to provide instruction to the superintendent of schools. The student that the family would like the district to consider in determining the appropriate grade level at which to place the student and credits to be awarded to the student. The student's building principal will consider all of the factors listed above and will also then consider the student's performance on the district's internal benchmark tests. those materials and the following factors in determining the grade level placement for the student:~~

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- Student's chronological age
- Previous school experience
- Materials submitted by the student or family pursuant to this policy
- Testing data from any tests or assessments conducted by the school district

The district will only award credit toward graduation from courses while the student was in a non-accredited school if the student can demonstrate mastery of the concepts required for completion of that course. Mastery will be assessed by standard and nonstandardized testing, at the discretion of the administration.

### **Multiple Enrollments and Re-enrollments In the Same Semester**

Students from non-accredited schools who disenroll and then re-enroll in the district multiple times during the same semester will be permitted to resume the grade placement that the student was in at the time of the prior enrollment. However, students who fail to attend the total number of days per semester required of enrolled students will not be eligible to receive credit for the partial semester of enrollment.

The district will not retroactively award credit for time spent in exempt or non-accredited status.

A student's eligibility to participate in extracurricular activities upon re-entry is subject to all eligibility rules and the district's policies governing extracurricular eligibility.

### **Placement of International Students.**

The district administration, in conjunction with the building principal, will determine the appropriate grade level/credit status of a student transferring from a ~~foreign~~-country- other than the US.

### **Graduation Requirements**

Regardless of the school(s) previously attended, a student transferring into the school district in grades 9-12 will be responsible for meeting all graduation requirements to be awarded a diploma from the district.

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

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## 6038

### Use of Artificial Intelligence by Students Student Use of AI Tools

As used in this policy, artificial intelligence tools (“AI Tools”) mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude Google Bard, and similar programs~~other chatbots~~.

~~The board recognizes that among other resources, when properly used, AI Tools may be useful to student learning. However, students and staff must ensure that provide valuable source information to students and teachers in relation to the district’s academic curriculum and assignments. S~~ student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. ~~Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers staff members~~ will decide for each individual assignment the extent to which students may use AI Tools ~~for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.~~
2. ~~Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.~~
3. ~~2.~~ If a student uses any AI Tools in connection with a school assignment, the student must ~~comply with the following:~~
  - a. ~~Tell the teacher~~ The student must explicitly disclose to the teacher in writing that the student used an AI Tool and identify the specific AI Tool used.

~~b.a.~~ Give In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the specific AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

~~e.b.~~ Never copy and paste In no instance may the output from one the or more AI Tool s be copied and placed within into the a student's work as if the student wrote such section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.

3. Students may never use AI Tools to:

- a. Cheat on any assignment, test, or quiz;
- b. Help answer questions on a test or quiz without staff member permission;
- c. Make or share deepfakes or fake images, audio, or video of any real person;
- d. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
- e. Bully, harass, threaten, intimidate or impersonate any person;
- f. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
- g. Use AI Tools to bypass accommodations, content filters, or school security.

4. A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.

4.5. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.

5.6. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may

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impose more stringent requirements for any specific academic assignment or coursework.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**6046**  
**Right to Access to School Library Materials**

**Definitions.** As used in this policy,

- “Parent” means the parent, guardian, or educational decisionmaker of any student currently attending the school district; and
- “Educational decisionmaker” means a person designated or ordered by a court to make educational decisions on behalf of a child.

**Catalog of Library Books.** The superintendent or designee shall create and maintain a catalog of all books in the school district’s library, categorized by school building, that shall be accessible by a Parent.

**Opportunity for Notification.** A Parent shall have the opportunity to be notified when the Parent’s student checks out a book from the school library, which notification shall include the title of the book, the author(s) of the book, and the date the book is due to be returned to the school library. The administration may elect to allow a Parent to exercise the opportunity to receive such notifications by means of a website, application notification, or by opting into email notifications.

Nothing in this policy shall be construed to create any rights of access or rights to notification in favor of any person that does not meet the definition of Parent stated above.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_







**Checking Account ID: 5**

**Check Type: Automatic Payment**

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
36	05/20/2026	X			TASC	TASC	3,690.00
Check Type Total:					Automatic Payment	Void Total:	0.00
						Total without Voids:	3,690.00

**Checking Account ID: 5**

**Check Type: Check**

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
19519	05/06/2026	X			UCA	UNIVERSAL CHEERLEADERS ASSOCIATION	5,608.00
19520	05/06/2026	X			PLUMCR	PLUM CREEK MARKET	82.09
19521	05/06/2026	X			PLATINUMA	PLATINUM AWARDS AND GIFTS	72.80
19522	05/06/2026	X			HASTINGSM	HASTINGS MUSEUM	295.00
19523	05/06/2026	X			SPORTBOARD	SPORTBOARDZ	20.52
19524	05/06/2026	X			FRANKLINP	FRANKLIN PUBLIC SCHOOL	50.00
19525	05/06/2026	X			BERTRAND	BERTRAND COMMUNITY SCHOOL	70.00
19526	05/06/2026	X			HILINEB	HI-LINE BULLS	75.00
19527	05/06/2026	X			STAPLETON	STAPLETON PUBLIC SCHOOL	160.00
19528	05/06/2026	X			HAUFF	MRG HAUFF	1,740.35
19529	05/06/2026	X			FOSTER	FOSTER LUMBER	59.94
19530	05/13/2026	X			AFLAC	AFLAC	55.88
19531	05/13/2026	X			MENARDS	MENARDS-KEARNEY	64.42
19532	05/13/2026	X			SPORTBOARD	SPORTBOARDZ	16.63
19533	05/15/2026				BURWELL	BURWELL PUBLIC SCHOOL	100.00
19534	05/15/2026	X			MOONLI	MOONLIGHT CUSTOM SCREENPRINT & EMBROIDERY	365.94
19535	05/15/2026	X			AMAZON	AMAZON CAPITAL SERVICES	227.71
19536	05/15/2026				KRISW	KRIS WALAHOSKI	79.68
19537	05/15/2026				CHESTER	CHESTERMAN CO.	260.40
19538	05/15/2026	X			CASHWA	CASH-WA DISTRIBUTING	240.78
19539	05/15/2026	X			AMAZON	AMAZON CAPITAL SERVICES	123.18
19540	05/15/2026				PUREPL3870	DAVIS RUSSELL	300.00
19541	05/15/2026				NEGBBSHOW	NEBRASKA GIRLS BASKETBALL SHOWCASE LLC	425.00
19542	05/15/2026				WILCOX	WILCOX-HILDRETH PUBLIC SCHOOL	325.00
19543	05/21/2026	X			USBANK	US BANK	7,472.12
19544	05/21/2026				FRANKLINCO	FRANKLIN COMMUNITY CORPORATION	40.00
19545	05/21/2026	X			FRAE	FRAE, INC	149.00
19546	05/21/2026				RMH	RMH SYSTEMS	507.75
19547	05/21/2026	X			LITTLEC	LITTLE CAESAR'S	233.61
19548	05/21/2026				MARISOL	MARISOL GONZALEZ	510.00
19549	05/21/2026				NEFCCLAASS	Nebraska FCCLA Association	275.00
19550	05/21/2026	X			FAMILYCA	FAMILY, CAREER & COMMUNITY LEADERS OF AMERICA	1,810.00
19551	05/28/2026				MATTJEF	JEFFREY MATTHEWS	284.90
19552	05/28/2026				HARRBRY	BRYCE HARRINGTON	41.07
19553	05/28/2026				AMAZON	AMAZON CAPITAL SERVICES	40.97
19554	05/28/2026				PLUMCR	PLUM CREEK MARKET	64.18
19555	05/29/2026				HBDESI846	Heather Brennan	500.00
Check Type Total:			Check			Void Total:	0.00
						Total without Voids:	22,746.92
Checking Account Total:		5				Void Total:	0.00
						Total without Voids:	26,436.92
Grand Total:						Void Total:	0.00
						Total without Voids:	26,436.92

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance
	ATHLETICS FUND BALANCE	112,687.53	6,540.89	890.00	107,036.64
05 704 2111	GRAD CLASS OF 2026	1,301.60	828.00	0.00	473.60
05 704 2112	GRAD CLASS OF 2027	2,606.58	0.00	0.00	2,606.58
05 704 2113	GRAD CLASS OF 2028	4,285.81	300.00	0.00	3,985.81
05 704 2114	GRAD CLASS OF 2029	6,360.40	0.00	0.00	6,360.40
05 704 2115	GRAD CLASS OF 2030	7,910.90	0.00	0.00	7,910.90
05 704 2116	GRAD CLASS OF 2031	5,422.62	0.00	0.00	5,422.62
05 704 3010	YEARBOOK	1,616.93	0.00	0.00	1,616.93
05 704 3011	BBB CLUB	991.09	0.00	0.00	991.09
05 704 3020	CHEERLEADING	(1,118.40)	6,447.45	1,643.29	(5,922.56)
05 704 3025	DANCE TEAM	3,717.86	292.27	1,550.85	4,976.44
05 704 3030	CONCESSIONS	(3,276.32)	(312.77)	0.00	(2,963.55)
05 704 3041	FB CLUB	1,238.84	500.00	200.00	938.84
05 704 3042	PEE WEE FOOTBALL CLUB	305.52	0.00	0.00	305.52
05 704 3043	PEE WEE WR CLUB	1,751.38	0.00	0.00	1,751.38
05 704 3048	FFA CLUB	(88.08)	0.00	0.00	(88.08)
05 704 3049	FBLA	550.46	0.00	0.00	550.46
05 704 3050	FCCLA	6,294.64	6,500.18	3,622.35	3,416.81
05 704 3051	GBB CLUB	997.24	750.00	0.00	247.24
05 704 3060	HONOR SOCIETY	274.25	0.00	599.82	874.07
05 704 3070	MUSIC	(67.78)	0.00	0.00	(67.78)
05 704 3090	SCHOOL PLAY	1,118.95	0.00	0.00	1,118.95
05 704 3100	SHOP	2,253.39	0.00	0.00	2,253.39
05 704 3110	STAFF LOUNGE	4,959.70	84.00	190.95	5,066.65
05 704 3120	STUDENT COUNCIL	650.18	72.80	195.00	772.38
05 704 3121	VB CLUB	1,886.04	0.00	0.00	1,886.04
05 704 3122	WR CLUB	3,198.91	0.00	53.00	3,251.91
05 704 3123	TRACK CLUB	1,589.72	0.00	0.00	1,589.72
05 704 3124	CROSS COUNTRY	883.23	0.00	0.00	883.23
05 704 3125	GREENHOUSE PROJECT	3,021.26	278.23	312.00	3,055.03
05 704 3126	GOLF CLUB	373.41	40.00	0.00	333.41
05 704 4000	MISC/ACT. DEPOSITS	6,200.00	0.00	0.00	6,200.00
05 704 4010	GENERAL/125 PLAN	77,978.43	4,040.88	4,352.97	78,290.52
05 704 4015	EHA	1,276.06	0.00	0.00	1,276.06
05 704 4020	SITE	2,403.33	0.00	0.00	2,403.33
05 704 4025	SUMMER READING PROGRAM	1,144.03	0.00	0.00	1,144.03
05 704 4030	REVOLVING/COCA COLA SCHOLARSHIP	364.34	0.00	0.00	364.34
05 704 4035	ACTIVITY SPECIAL FUNDS ACCOUNT	62,707.52	0.00	0.00	62,707.52
05 704 4037	IPADS	13,657.08	0.00	66.00	13,723.08
05 704 4040	GRANT \$	445.58	0.00	0.00	445.58
05 704 4070	FELLOWSHIP OF CHRISTIAN ATHLETES	5,461.67	0.00	0.00	5,461.67
05 704 4080	CIRCLE OF FRIENDS (1) ELEMENTARY	223.29	0.00	0.00	223.29
05 704 4081	CIRCLE OF FRIENDS (2) SECONDARY	22.78	0.00	0.00	22.78
05 704 4090	SCHOOL STORE	561.76	0.00	0.00	561.76
	Fund Total:	346,143.73	26,361.93	13,676.23	333,458.03

**Activity Account Financial Summary 2025--2026**

<u>Date</u>	<u>Disbursements</u>	<u>Receipts</u>	<u>Profit/Loss</u>	<u>Ending Balance</u>
Aug. 2025	\$ 13,669.06	\$ 108,042.10	\$ 94,373.04	\$ 375,126.55
Sept.	\$ 20,560.16	\$ 27,702.97	\$ 7,142.81	\$ 382,269.36
Oct.	\$ 17,990.65	\$ 19,453.42	\$ 1,462.77	\$ 383,732.13
Nov.	\$ 16,117.25	\$ 12,109.95	\$ (4,007.30)	\$ 379,724.73
Dec.	\$ 23,684.39	\$ 19,775.26	\$ (3,909.13)	\$ 375,815.60
Jan.	\$ 24,112.79	\$ 12,653.89	\$ (11,458.90)	\$ 364,356.70
Feb.	\$ 17,561.70	\$ 23,784.77	\$ 6,223.07	\$ 370,579.77
March	\$ 30,409.72	\$ 14,675.03	\$ (15,734.69)	\$ 370,579.77
April	\$ 16,616.22	\$ 7,414.87	\$ (9,201.35)	\$ 346,143.73
May	\$ 26,361.93	\$ 13,676.23	\$ (12,685.70)	\$ 333,458.03
June	\$ -	\$ -	\$ -	\$ -
July	\$ -	\$ -	\$ -	\$ -
Aug-26	\$ -	\$ -	\$ -	\$ -
Fiscal Year	\$ 193,414.81	\$ 151,246.39	\$ (42,168.42)	
School Year	\$ 207,083.87	\$ 259,288.49	\$ 52,204.62	

Overton Public School  
Certificate of Deposits  
Security First Bank & First Tier Bank

6/1/2026

<u>Fund Summary</u>	<u>Amount</u>
Depreciation Fund	\$ 499,771.92
Site & Building	\$ 125,473.68
General Fund (CEDARS)	<u>\$ 1,202,278.37</u>
Total	\$ 1,827,523.97

<u>Certificate Number</u>	<u>Fund</u>	<u>Time</u>	<u>Interest Rate</u>	<u>Last Maturity</u>	<u>Maturity Date</u>	<u>Current Amount</u>
2683	Site & Building Fund	12 Month	3.8000%	5/27/2026	4/27/2026	\$ 125,473.68
2691	Depreciation Fund	12 Month	3.8000%	5/27/2026	4/27/2026	\$ 179,244.52
2687	Depreciation Fund	12 Month	3.8000%	5/27/2026	4/27/2026	\$ 320,527.40
1030893979 (CEDARS)	General Fund	7 Month	4.0600%	10/1/2026	10/1/2026	\$ 344,739.70

**Check Register by Checking Account**  
 Clearing-General

**Checking Account ID: 1**

**Check Type: Check**

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
31051	05/06/2026				ELMCRE2845	ELM CREEK PUBLIC SCHOOL	202.88
31052	05/06/2026				OVERTON1	OVERTON 1 STOP	604.80
31077	05/21/2026				USBANK	US BANK	1,536.15
31078	05/28/2026				NEDMV	NEBRASKA DEPARTMENT OF MOTOR VEHICLE	75.00
31079	05/28/2026				CORDJEN	JENNIFER CORDES	403.62
31080	05/29/2026				OVERTONFF	OVERTON FFA	1,300.36
Check Type Total:			Check			Void Total: 0.00	Total without Voids: 4,122.81
Checking Account Total:			1			Void Total: 0.00	Total without Voids: 4,122.81
Grand Total:						Void Total: 0.00	Total without Voids: 4,122.81

**Check Register by Checking Account**  
 Food Program

**Checking Account ID: 6**

**Check Type: Check**

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
5366	05/15/2026	X			USFOOD	US FOODS	4,701.44
5367	05/15/2026	X			CASHWA	CASH-WA DISTRIBUTING	3,128.37
5368	05/15/2026	X			HILAND	HILAND DAIRY	1,516.74
5369	05/28/2026				AMAZON	AMAZON CAPITAL SERVICES	801.91
Check Type Total:		Check			Void Total:	0.00	Total without Voids: 10,148.46
Checking Account Total:		6			Void Total:	0.00	Total without Voids: 10,148.46
Grand Total:					Void Total:	0.00	Total without Voids: 10,148.46

## Hot Lunch Financial Report

Balance :

5/1/2026 \$ 39,901.65

### Reiepts:

Meal Sales		\$ 5,057.91
Summer Food Program		\$ -
Fed. Reimbursement	Apr	\$ 9,266.18
State Reimbursement	Apr	\$ -
Loans to Program		
Other Local Misc		\$ 616.55
Transfer from General		\$ -

Total receipts \$ 14,940.64

Balance & Receipts \$ 54,842.29

### Disbursements

Food		\$ 8,950.96
Salaries	May	\$ 6,828.72
Benefits	May	\$ 2,931.05
Other Expenses		\$ 801.91
Pre K, Ala Carte, Juice, Catering		\$ 395.59
Loan Repayment		\$ -

Total Disbursements: \$ 19,908.23

Balance

5/31/2026 \$ 34,934.06

	9/1/2009A	B	C	D	E	F	G	H	I
799									
800	<b>Food Program 2025-2026</b>								
801	<b>Date</b>	<b>Lunch Meals</b>	<b>Breakfast Meals</b>	<b>Summer Food</b>	<b>Disbursements</b>	<b>Receipts</b>	<b>Profit/Loss</b>	<b>Days Served</b>	<b>Balance</b>
802	Aug-25	2514	477	0	\$ 8,749.75	\$ 59,521.07	\$ 50,771.32	17	\$ 77,421.97
803	Sept.	2720	549	0	\$ 23,870.21	\$ 17,788.91	\$ (6,081.30)	18	\$ 71,340.67
804	Oct.	3378	585	0	\$ 20,613.53	\$ 1,843.13	\$ (18,770.40)	21	\$ 66,713.31
805	Nov.	2154	404	0	\$ 20,491.14	\$ 16,931.10	\$ (3,560.04)	14	\$ 63,153.27
806	Dec.	2365	367	0	\$ 16,812.26	\$ 10,621.17	\$ (6,191.09)	15	\$ 56,962.18
807	Jan.	3147	556	0	\$ 14,842.46	\$ 14,873.09	\$ 30.63	19	\$ 56,828.73
808	Feb.	2696	478	0	\$ 23,063.19	\$ 15,914.70	\$ (7,148.49)	18	\$ 49,680.24
809	March	3221	529	0	\$ 19,610.60	\$ 15,735.55	\$ (3,875.05)	20	\$ 45,823.39
810	April	2878	506	0	\$ 21,905.16	\$ 15,983.42	\$ (5,921.74)	19	\$ 39,901.65
811	May	1738	357	0	\$ 19,908.23	\$ 14,940.64	\$ (4,967.59)	12	\$ 34,934.06
812	June					\$ -	\$ -	0	\$ -
813	July					\$ -	\$ -	0	\$ -
814	Aug-25				\$ -	\$ -	\$ -	0	\$ -
815	Fiscal Year				\$ 181,116.78	\$ 124,631.71	\$ (5,713.75)	0	\$ -
816	School Year				\$ 189,866.53	\$ 184,152.78	\$ (5,713.75)	0	\$ -
817	Totals	26811	4808	0				173.00	
818	All Meals	31619							
819									

	2025-2026						
	<u>Free Lunch</u>	<u>Reduced Lunch</u>	<u>Full Pay Lunch</u>	<u>Free Breakfast</u>	<u>Reduced Breakfast</u>	<u>Full Pay Breakfast</u>	<u>Totals</u>
July	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0
May	581	276	881	205	100	52	2095
April	936	454	1488	292	146	68	3384
March	1033	494	1694	297	161	71	3750
February	857	447	1392	265	144	69	3174
January	1059	516	1572	333	155	68	3703
December	756	360	1249	215	104	48	2732
November	715	336	1103	250	93	61	2558
October	1092	502	1784	323	145	117	3963
September	912	413	1395	315	144	90	3269
August	931	363	1220	278	104	95	<u>2991</u>
Totals	8872	4161	13778	2773	1296	739	31619

-9.27%

	2024-2025						
	<u>Free Lunch</u>	<u>Reduced Lunch</u>	<u>Full Pay Lunch</u>	<u>Free Breakfast</u>	<u>Reduced Breakfast</u>	<u>Full Pay Breakfast</u>	<u>Totals</u>
July	943	0	0	943	0	0	1886
June	1009	0	0	1009	0	0	2018
May	702	304	1080	274	93	111	2564
April	1056	461	1638	368	138	165	3826
March	950	436	1575	364	116	174	3615
February	905	439	1422	286	116	148	3316
January	987	545	1650	334	167	153	3836
December	699	446	1213	250	170	133	2911
November	748	494	1351	235	193	117	3138
October	1004	714	1852	323	265	141	4299
September	851	591	1477	278	236	233	3666
August	989	571	1409	293	199	219	<u>3680</u>
Totals	8891	5001	14667	3005	1693	1594	34851

NASB

2026 Calendar of Events

JANUARY

THE GOVERNOR'S SCHOOL FINANCE COMMISSION MEETINGS & RESOURCES

[LEARN MORE NOW](#)

1st Day of the 2026 Legislative Session

Wednesday, January 7, 2026

School Board Member Week in Nebraska

January 25-31, 2026

Legislative Issues Conference

January 25-26, 2026 - Lincoln

[LEARN MORE NOW](#)

FEBRUARY

President's Retreat

Monday, February 16, 2026 - Kearney

[LEARN MORE NOW](#)

MARCH

Budget & Finance Workshop

Tuesday, March 10 - Seward

[LEARN MORE NOW](#)

COSSBA Annual Conference

March 12-15 - Louisville, KY

[LEARN MORE NOW](#)

Budget & Finance Workshop

Tuesday, March 24 - West Point

[LEARN MORE NOW](#)

NAEP State Convention

March 24-25 - Kearney

APRIL

Budget & Finance Workshop

Tuesday, April 7 - Ogallala

[LEARN MORE NOW](#)

Amplified Budget & Finance Workshop

Wednesday, April 8 - Kearney

[LEARN MORE NOW](#)

NSBA Annual Conference

April 10-12 - San Antonio

[LEARN MORE NOW](#)

2026 NASB Federal Advocacy Fly-In

April 26-29 - Washington, DC

MAY

Statewide Primary Election - Tuesday, May 12

JUNE

NASB Member Golf Outing

Wednesday, June 10 - Kearney Country Club

School Law Seminar

June 10-11 - Kearney

SUMMER

ALICAP Summer Workshops

Candidate Workshops

FALL/WINTER

Area Membership Meetings - August through September

Statewide General Election - Tuesday, November 3

State Education Conference - November

New Board Member Workshops - December

Overton Public School Overton Public School Board of Education Policies Review/Revision and Adotpion Schedule						
Updated: 5/11/2026						
<b>1000 Series</b>						
<u>Board Policy</u>	<u>Policy Overview and Mission Statement</u>	<u>Date Reviewed</u>	<u>Date Adopted</u>	<u>Date Reviewed</u>	<u>Date Revised</u>	<u>Date Adopted</u>
1001	General Policy Statement	11/8/2021	1/13/2024	12/8/2025	No Revision	5/11/2026
1002	Creation and Amendment of Board of Education Policies	7/14/2025	7/14/2025	12/8/2025	No Revision	5/11/2026
1003	Mission Statement	11/8/2021	1/13/2014	12/8/2025	No Revision	5/11/2026

<b>2000 Series</b>						
<b>Board Policy</b>	<b>Policies Regarding Role and Conduct of the Board of Education</b>	<b>Date Reviewed</b>	<b>Date Adopted</b>	<b>Date Reviewed</b>	<b>Date Revised</b>	<b>Date Adopted</b>
2001	Role of the Board of Education	12/13/2021	3/10/2024	12/8/2025	No Revision	
2002	Organization of the Board, Board Officers, Check signing and Committees	12/13/2021	3/10/2024	12/8/2025	No Revision	
2003	Development and Education of Board Members	12/13/2021	3/10/2024	12/8/2025	No Revision	
2004	Oath of Office	12/13/2021	3/10/2024	12/8/2025	No Revision	
2005	Conflict of Interest	12/13/2021	3/10/2024	12/8/2025	No Revision	
2006	Complaint Procedure	7/8/2024	7/8/2024	12/8/2025	No Revision	
2007	Reibursement of Miscellaneous Expenditures	12/13/2021	3/10/2014	12/8/2025	No Revision	
2008	Meetings	7/8/2024	7/8/2024	12/8/2025	No Revision	
2009	Public Participation at Board Meetings	12/13/2021	3/10/2024	1/9/2026	No Revision	
2010	Preparation for Board Meetings	7/11/2022	7/11/2022	1/9/2026	No Revision	
2011	Membership in Organizations	12/13/2021	3/10/2024	1/9/2026	No Revision	
2012	Board Code of Ethics	12/13/2021	3/10/2024	1/9/2026	No Revision	
2013	Violation of Board Ethics	12/13/2021	3/10/2024	1/9/2026	No Revision	
2014	Relationship with District Legal Counsel	12/13/2021	3/10/2024	1/9/2026	No Revision	
2015	Student Member of School Board	12/13/2021	3/10/2024	1/9/2026	No Revision	
2016	Participation in Insurance Program by Board Member	12/13/2021	3/10/2024	1/9/2026	No Revision	
2017	Indemnification and Liability Insurance	12/13/2021	3/10/2024	1/9/2026	No Revision	

<b>3000 Series</b>		<b>Date Reviewed</b>	<b>Date Adopted</b>	<b>Date Reviewed</b>	<b>Date Revised</b>	<b>Date Adopted</b>
<b>Board Policy</b>	<b>Business Operations</b>					
3001	Budget and Property Tax Request	7/10/2023	7/10/2023	2/9/2026	No Revision	
3002	Deposits	1/10/2022	4/14/2014	2/9/2026	No Revision	
3003	Bidding for Construction, Remodeling, Repair, or Site Improvement	7/14/2025	7/14/2025	2/9/2026	No Revision	
3003.1	Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds	7/8/2024	7/8/2024	2/9/2026	No Revision	
3004	General Purchasing and Procurement	1/10/2022	4/14/2014	2/9/2026	No Revision	
3004.1	Fiscal Management for Purchasing and Procurement Using Federal Funds	7/8/2024	7/8/2024	2/9/2026	No Revision	
3005	School Activities Fund	2/14/2022	4/14/2014	2/9/2026	No Revision	
3006	Intentionally Left Blank					
3007	Review of Bills	2/14/2022	4/14/2014	3/9/2026	No Revision	
3008	Gifts, Grants and Bequests	2/14/2022	4/14/2014	3/9/2026	No Revision	
3009	Audit	2/14/2022	4/14/2014	3/9/2026	No Revision	
3010	Insurance	2/14/2022	4/14/2014	3/9/2026	No Revision	
3011	Intentionally Left Blank			3/9/2026		
3012	School Meal Program and Meal Changes	7/11/2022	7/11/2022	3/9/2026	No Revision	
3013	Emergency Closings	2/14/2022	4/14/2014	3/9/2026	No Revision	
3014	Use of School Property	2/14/2022	4/14/2014	3/9/2026	No Revision	
3015	Time Away From School Activities	2/14/2022	4/14/2014	4/13/2026	No Revision	
3016	Smoking and Related Products	2/14/2022		4/13/2026		
3017	Official Communications with the Public	7/8/2024	7/8/2024	4/13/2026	No Revision	
3018	Denying Access to School Premises	2/14/2022	4/14/2014	4/13/2026	No Revision	
3019	Sale or Disposal of School Property	3/14/2022	4/14/2014	4/13/2026	No Revision	
3020	Copyright Compliance	3/14/2022	4/14/2014	4/13/2026	No Revision	
3021	Operation of School Business Office	3/14/2022	4/14/2014	4/13/2026	No Revision	
3022	Volunteers	3/14/2022	4/14/2014	5/11/2026	No Revision	
3023	Records Management & Retention	7/14/2025	7/14/2025	5/11/2026	No Revision	
3024	Booster Clubs and Parent-Teacher Organizations	3/14/2022	4/14/2014	5/11/2026	No Revision	
3025	Returned and Outstanding Checks	3/14/2022	4/14/2014	5/11/2026	No Revision	
3026	Handbooks	7/14/2025	7/14/2025	5/11/2026	No Revision	
3027	Resolution of Conflicts Between Parent Over School Issues	3/14/2022	4/14/2014	5/11/2026	No Revision	
3028	Sex Offenders	3/14/2022	4/14/2014	5/11/2026	No Revision	
3029	Distribution of Flyers Advertising Non-School Issues	3/14/2022	4/14/2014	6/8/2026	No Revision	
3030	Automatic External Defibrillator (AED) Program	3/14/2022	4/14/2014	6/8/2026	No Revision	
3031	Students Electing to Attend School in Adjoining State	3/14/2022	4/14/2014	6/8/2026	No Revision	
3032	Fees for School District Records	7/8/2024	7/8/2024	6/8/2026	No Revision	
3033	Intentionally Left Blank					
3034	Intentionally Left Blank					
3035	Chain of Command	3/14/2022	4/14/2014	6/8/2026	No Revision	
3036	Purchasing (Credit) Card Program	7/14/2025	7/14/2025	6/8/2026	No Revision	
3037	Petty Cash	3/14/2022	4/14/2014	6/8/2026	No Revision	
3038	Intentionally Left Blank					
3039	Threat Assessment and Response	4/11/2022	4/14/2014	6/8/2026	No Revision	
3040	School Safety and Security	4/11/2022	4/14/2014	6/8/2026	No Revision	
3041	Crisis Team Duties	4/11/2022	4/14/2014	6/8/2026	No Revision	
3042	Construction Mangement at Risk Contracts	4/11/2022	4/14/2014		No Revision	
3043	Design Build Contracts	7/14/2025	7/14/2025		No Revision	
3044	Incidental or De Minimus Use of Public Resources	4/11/2022	4/14/2014		No Revision	
3045	Use of Sniffer Dogs	4/11/2022	4/14/2014		No Revision	
3046	Animals at School	4/11/2022	4/14/2014		No Revision	
3047	Date Breach Response	7/14/2025	7/14/2025		No Revision	
3048	Communicable Disease	7/14/2025	4/14/2014		No Revision	
3049	Drones and Unmanned Aircraft				No Revision	
3050	Technology in the Classroom	5/9/2022	4/14/2014		No Revision	
3051	Opioid Overdose Prevention and Response	5/9/2022	4/14/2014		No Revision	
3052	Leasing Personal Property	5/9/2022	4/14/2014		No Revision	
3053	Nondiscrimination	7/8/2024	7/8/2024		No Revision	
3054	Law Enforcement Unit	5/9/2022	4/14/2014		No Revision	
3055	School Resource Officers	5/9/2022	4/14/2014		No Revision	
3056	Guest Speakers	5/9/2022	4/14/2014		No Revision	
3057	Title IX	7/8/2024	7/8/2024		No Revision	
3058	Naming School Facilities and Property				No Revision	
3059	Audio and Video Recording	7/10/2023	7/10/2023		No Revision	
3060	Firearms and Weapons for Non-Students	7/8/2024	7/8/2024		No Revision	

4000 Series		Date Reviewed	Date Adopted	Date Reviewed	Date Revised	Date Adopted
<b>Board Policy</b>	<b>Policies Regarding Employees of the District</b>					
4001	Intentionally Left Blank					
4002	Drug Free Workplace	8/8/2022	5/12/2014		No Revision	
4003	Drug Testing of Drivers	7/10/2023	5/12/2014		No Revision	
4004	Employment of Relatives, Domestic Partners and Significant Others	8/8/2022	5/12/2014		No Revision	
4005	Communication Between the Board and District Employees	8/8/2022	5/12/2014		No Revision	
4006	Workers' Compensation Insurance	8/8/2022	5/12/2014		No Revision	
4007	Personnel Records	8/8/2022	5/12/2014		No Revision	
4008	Outside Employment	8/8/2022	5/12/2014		No Revision	
4009	Restrictions on Employees Receiving Gratuities	8/8/2022	5/12/2014		No Revision	
4010	Inclement Weather	8/8/2022	5/12/2014		No Revision	
4011	Employee Leave Under the Family and Medical Leave Act (FMLA)	7/8/2024	7/8/2024		No Revision	
4011.1	Employee Leave Under the Nebraska Family Military Leave	9/12/2022	2/12/2014		No Revision	
4012	Staff Internet and Computer Use	9/12/2022	2/12/2014		No Revision	
4013	Grievance Procedure	9/12/2022	2/12/2014		No Revision	
4014	Intentionally Left Blank					
4015	Prohibition Against Employment of Board Members	9/12/2022	5/12/2014		No Revision	
4016	Jury Duty or Service as Witness in Court	9/12/2022	5/12/2014		No Revision	
4017	Relations with Employee Collective Bargaining Associations	9/12/2022	5/12/2014		No Revision	
4018	Corporal Punishment	9/12/2022	5/12/2014		No Revision	
4019	Workplace Injury Prevention and Safety Committee	9/12/2022	5/12/2014		No Revision	
4020	Ownership of Copyrighted Works	10/12/2022	5/12/2014		No Revision	
4021	Intentionally Left Blank		5/12/2014		No Revision	
4022	Certification and Endorsements	10/12/2022	5/12/2014		No Revision	
4023	Professional Ethics	10/12/2022	5/12/2014		No Revision	
4024	Teachers' Rights, Responsibilities and Duties	10/12/2022	5/12/2014		No Revision	
4025	Superintendent	10/12/2022	5/12/2014		No Revision	
4026	Intentionally Left Blank					
4027	Part-Time Certified Employees	10/12/2022	5/12/2014		No Revision	
4028	Substitute Teachers	10/12/2022	5/12/2014		No Revision	
4029	Salary Schedule for Certificated Employees	10/12/2022	5/12/2014		No Revision	
4030	Evaluation of Certificated Employees	10/12/2022	5/12/2014		No Revision	
4031	Evaluation of Probationary Certificated Employees	10/12/2022	5/12/2014		No Revision	
4032	Professional Growth	10/12/2022	5/12/2014		No Revision	
4034	Staff Handbook	10/12/2022	5/12/2014		No Revision	
4035	Intentionally Left Blank					
4036	Intentionally Left Blank					
4037	Reduction in Force	10/12/2022	5/12/2014		No Revision	
4038	Classified Staff Defined	10/12/2022	5/12/2014		No Revision	
4039	Employment of Classified Staff	10/12/2022	5/12/2014		No Revision	
4040	Employment Terms for Classified Staff	11/14/2022	5/12/2014		No Revision	
4041	Staff Dress and Appearance	11/14/2022	5/12/2014		No Revision	
4042	Employee Social Security Numbers	11/14/2022	5/12/2014		No Revision	
4043	Professional Boundaries and Appropriate Relationships Between Employee and Students	11/14/2022	5/12/2014		No Revision	
4044	Political Activity by Staff Member	11/14/2022	5/12/2014		No Revision	
4045	Milk Expression	7/10/2023	7/10/2023		No Revision	
4046	Internet Searches Regarding Potential Employees	7/14/2025	5/12/2014		No Revision	
4047	Intentionally Left Blank					
4048	Assessment Administration and Security	11/14/2022	5/12/2014		No Revision	
4049	Intentionally Left Blank					
4050	Overtime and Compensatory Time	11/14/2022	5/12/2014		No Revision	
4051	Staff and District Social Media Use	7/14/2025	7/14/2025		No Revision	
4052	Job References to Prospective Employers	11/14/2022	5/12/2014		No Revision	
4053	Conflict of Interest	7/8/2024	7/8/2024		No Revision	
4054	Reporting Child Abuse or Neglect	12/12/2023	5/12/2014		No Revision	
4055	Head Teacher	12/12/2023	5/12/2014		No Revision	
4056	Resignation of Certificated Staff	7/11/2022	7/11/2022		No Revision	
4057	Superintendent Evaluation	7/14/2025	7/14/2025		No Revision	
4058	Confidentiality in Counseling and Guidance	12/12/2023	5/12/2014		No Revision	
4059	Behavioral and Mental Health Training	7/10/2023	7/10/2023		No Revision	
4060	School Vehicle Use	12/12/2023	5/12/2014		No Revision	
4061	Workplace and Non-Workplace Injuries or Illness and Return to Work	12/12/2023	5/12/2014		No Revision	
4062	Locker Room Supervision	12/12/2023	5/12/2014		No Revision	
4063	Extra Duty and Extended Contract Payments	12/12/2023	5/12/2014		No Revision	
4064	Transporting Students in Employee Vehicles	7/11/2022	7/11/2022		No Revision	

<b>5000 Series</b>		<b>Date Reviewed</b>	<b>Date Adopted</b>	<b>Date Reviewed</b>	<b>Date Revised</b>	<b>Date Adopted</b>
<b>Board Policy</b>	<b>Policies Regarding Students</b>					
5001	Compulsory Attendance and Excessive Absenteeism	7/8/2024	7/8/2024		No Revision	
5002	Admission of Out-Of-State Students	7/14/2025	7/14/2025		No Revision	
5002.1	Admission of Students who Reside Out of the State of Nebraska	7/14/2025	7/14/2025		No Revision	
5003	Admission of Part-Time Students	7/8/2024	6/9/2014		No Revision	
5004	Option Enrollment	7/8/2024	7/8/2024		No Revision	
5005	Transportation	7/10/2023	7/10/2023		No Revision	
5006	Foreign Exchange Students	1/9/2023	6/9/2014		No Revision	
5007	Enrollment of Expelled Students	1/9/2023	6/9/2014		No Revision	
5008	Pregnant of Parenting Students	7/8/2024	7/8/2024		No Revision	
5009	Adult Education	1/9/2023	6/9/2014		No Revision	
5010	Immunizations	1/9/2023	6/9/2014		No Revision	
5011	Physical Examination and Visual Evaluation of Students	1/9/2023	6/9/2014		No Revision	
5012	Testing and Assessment Program	7/11/2022	7/11/2022		No Revision	
5014	Homeless Students	2/13/2023	6/9/2014		No Revision	
5015	Protecton of Pupil Rights	7/14/2025	7/14/2025		No Revision	
5016	Student Records	2/13/2023	6/9/2014		No Revision	
5017	Routine Directory Information	7/14/2025	7/14/2025		No Revision	
5018	Parental Involvement in Educational Practices	7/14/2025	7/14/2025		No Revision	
5019	Communicating with Parents	2/13/2023	6/9/2014		No Revision	
5020	Rights of Custodial and Non-Custodial Parents	2/13/2023	6/9/2014		No Revision	
5021	Intentionally Left Blank					
5022	Investigations, Arrests and other Student Contact by Law Enforcement and Human Services	2/13/2023	6/9/2014		No Revision	
5023	Student Illness	2/13/2023	6/9/2014		No Revision	
5024	Medication of Students	2/13/2023	6/9/2014		No Revision	
5025	Student Insurance	3/13/2023	6/9/2014		No Revision	
5026	Intentionally Left Blank					
5027	Intentionally Left Blank		6/9/2014		No Revision	
5028	Initiations and Hazing	3/13/2023	6/9/2014		No Revision	
5029	Intentionally Left Blank					
5030	Dating Violence	3/13/2023	6/9/2014		No Revision	
5031	Student Appearance	3/13/2023	6/9/2014		No Revision	
5032	Closed Campus	3/13/2023	6/9/2014		No Revision	
5033	Student Driving and Parking	3/13/2023	6/9/2014		No Revision	
5034	Intentionally Left Blank					
5035	Student Discipline	3/13/2023	6/9/2014		No Revision	
5036	Lockers	3/13/2023	6/9/2014		No Revision	
5037	Student Internet and Computer Access	3/13/2023	6/9/2014		No Revision	
5038	Intentionally Left Blank					
5039	Fundraising Activities	3/13/2023	6/9/2014		No Revision	
5040	Work Permits	3/13/2023	6/9/2014		No Revision	
5041	Student Government	3/13/2023	6/9/2014		No Revision	
5042	Bulletin Boards	3/13/2023	6/9/2014		No Revision	
5043	School-Sponsored Publications	3/13/2023	6/9/2014		No Revision	
5044	Safe Pupil Transportation Plan	3/13/2023	6/9/2014		No Revision	
5045	Student Fees	7/10/2023	7/10/2023		No Revision	
5046	Secret Organizations	4/10/2023	6/9/2014		No Revision	
5047	Intentionally Left Blank					
5048	Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions	4/10/2023	6/9/2014		No Revision	
5049	Intentionally Left Blank					
5050	Reporting Related to Exempt (home) Schools	4/10/2023	6/9/2014		No Revision	
5051	Intentionally Left Blank					
5052	School Wellness Policy	7/8/2024	7/8/2024		No Revision	
5053	Self Management of Diabetes or Asthman/Anaphylaxis	4/10/2023	6/9/2014		No Revision	
5054	Student Bullying	4/10/2023	6/9/2014		No Revision	
5055	Enrollment in Kindergarten	4/10/2023	6/9/2014		No Revision	
5056	Free Expression by Students	4/10/2023	6/9/2014		No Revision	
5057	District Title I Parent and Family Engagement	4/10/2023	6/9/2014		No Revision	
5058	Intentionally Left Blank					
5059	Emergency Medical Treatment	4/10/2023	6/9/2014		No Revision	
5060	Intentionally Left Blank					
5062	Lice and Nits	7/10/2023	7/10/2023		No Revision	
5063	Intentionally Left Blank					
5064	Title 1 Supplement, Not Supplant	7/10/2023	7/10/2023		No Revision	
5065	Bed Bugs	4/10/2023	6/12/2014		No Revision	
5066	Early Graduation	4/10/2023	6/12/2014		No Revision	
5067	Student Assistance Team Process	4/10/2023	6/12/2014		No Revision	

6000 Series						
Board Policy	Policies Regarding Curricular and Academic Matters	Date Reviewed	Date Adopted	Date Reviewed	Date Revised	Date Adopted
6001	School Organization	5/8/2023	8/11/2014		No Revision	
6002	School Calendar	5/8/2023	8/11/2014		No Revision	
6003	Instructional Program	7/10/2023	7/10/2023		No Revision	
6004	Curriculum Development	7/10/2023	7/10/2023		No Revision	
6005	Academic Credits and Graduation	5/8/2023	8/11/2014		No Revision	
6006	Commencement Ceremony	5/8/2023	8/11/2014		No Revision	
6007	Senior Recognition	5/8/2023	8/11/2014		No Revision	
6008	Class Rank	5/8/2023	8/11/2014		No Revision	
6009	Grade Placement and Academic Credits of Transfer Students	5/8/2023	8/11/2014		No Revision	
6010	Special Education Identification, Evaluation and Verification	5/8/2023	8/11/2014		No Revision	
6011	Fire Instruction and Prevention	5/8/2023	8/11/2014		No Revision	
6012	Flag Display and Patriotic Observances	5/8/2023	8/11/2014		No Revision	
6013	Teacher Controversial Issues	5/8/2023	8/11/2014		No Revision	
6014	School Attendance and Days of Scheduled Activities	5/8/2023	5/8/2023		No Revision	
6015	Summer School	5/8/2023	5/8/2023		No Revision	
6016	Homebound and Off-Campus Instruction	5/8/2023	8/11/2014		No Revision	
6017	Homework	5/8/2023	8/11/2014		No Revision	
6018	Grades	6/12/2023	8/11/2014		No Revision	
6019	Intentionally Left Blank					
6020	Multicultural Education	6/12/2023	8/11/2014		No Revision	
6021	District Criteria for Selecting Evaluators to be Used for Special Education	7/11/2022	7/11/2022		No Revision	
6022	Intentionally Left Blank					
6023	Intentionally Left Blank					
6024	Intentionally Left Blank					
6025	Student Cell Phone and Other Electronic Devices	7/8/2024	7/8/2024		No Revision	
6026	Emergency Dismissal	6/12/2023	8/11/2014		No Revision	
6027	Field Trips	6/12/2023	8/11/2014		No Revision	
6028	The Extracurricular Activities Program	6/12/2023	8/11/2014		No Revision	
6029	Activity Trips	6/12/2023	8/11/2014		No Revision	
6030	Public Appearances of School Groups	6/12/2023	8/11/2014		No Revision	
6031	Emergency Exclusion Procedure	7/8/2024	7/8/2024		No Revision	
6032	Constitution Day Education	6/12/2023	8/11/2014		No Revision	
6033	Seclusion and Restraint	6/12/2023	8/11/2014		No Revision	
6034	Concussion Awareness	6/12/2023	8/11/2014		No Revision	
6035	Athletic Contest Participation by Sixth Graders	6/12/2023	8/11/2014		No Revision	
6036	Reading Instruction and Intervention Services	7/8/2024	7/8/2024		No Revision	
6037	Selection and Review of Library Materials	6/12/2023	8/11/2014		No Revision	
6038	Artificial Intelligence	7/10/2023	7/10/2023		No Revision	
6039	Repeat of Gradeat Parent-Guardian Request	7/8/2024	7/8/2024		No Revision	
6040	Prekindergarten (Preschool or Early Childhood) Program	2/9/2026	2/9/2026		No Revision	
6041	Malcolm X Day Education	7/8/2024	7/8/2024		No Revision	
6042	Projection Maps	7/8/2024	7/8/2024		No Revision	
6043	Mapping Data	7/8/2024	7/8/2024		No Revision	
6044	Participation and Assignment of Athletic Teams	5/27/2025	5/27/2025		No Revision	
6045	Behavioral Intervention	7/8/2024	5/27/2025		No Revision	

Updated: 3/3/2026		Overton Public School Strategic Plan Projects/Purchases			
<u>Facilities/Grounds/Technology Projects</u>					
<u>Projects</u>	<u>Year</u>	<u>Amount</u>	<u>Vendor</u>	<u>Funding Source</u>	
Update Cameras as Needed	2026	\$ 5,000.00	CEI	General Fund	
Aluminum Benches in Locker Rooms	2026	\$ 2,000.00	TBA	General Fund	
Fitness Center Updates - Weights and Benches	2026	\$ 5,000.00	TBA	General Fund	
Technology Purchases Device/Network	2026	\$ 32,000.00	Apple and TBA	General Fund/Grant Funds	
Boiler Replacement	TBA	\$ 32,000.00	Conditioned Air	General Fund	
South Gym Scoreboards	TBA	\$ 15,200.00	Fair-Play	Activities Fund	
Playground Equipment	TBA	\$ -	TBA	Depreciation Fund/General Fund	
Copier Purchases	2028	\$ 10,000.00	Eakes	General Fund	
Electronic Door Update	TBA	\$ 15,000.00	CEI	General Fund	
Classroom Flooring Updates	2026	\$ 25,000.00	Converse Flooring	General Fund	
Network and Server Updates	Each Year	\$ 5,000.00	TBA	ERATE Grant and General Fund	
Pressbox Updates	2026	\$ 1,500.00	Menards	General Fund	
<b>Total</b>		<b>\$ 147,700.00</b>			
<u>Transportation Purchases</u>					
<u>Projects</u>	<u>Year</u>	<u>Amount</u>	<u>Vendor</u>	<u>Funding Source</u>	
School Bus	TBA	\$ -		Depreciatooon/General Funds	
Small Vehicles	TBA	\$ -		Depreciatooon/General Funds	
		\$ -			
		\$ -			
<b>Total</b>		<b>\$ -</b>			
<u>Athletic Purchases</u>					
<u>Projects</u>	<u>Year</u>	<u>Amount</u>	<u>Vendor</u>	<u>Funding Source</u>	
Volleyball Uniforms	2026	\$ 2,000.00	TBA	Activity Fund-ATH-VB	
Football Helmet Reconditioning	Each Year	\$ 1,500.00	TBA	Activity Fund-ATH-FB	
Football Helmet Purchases	Each Year	\$ 2,700.00	TBA	Activity Fund-ATH-FB	
Girls Basketball Uniforms	2027	\$ 4,500.00	TBA	Activity Fund-ATH-GBB	
Girls Basketball Warm-ups	2030	\$ 4,500.00	TBA	Activity Fund-ATH-GBB	
Boys Basketball Uniforms	2028	\$ -	TBA	Activity Fund-ATH-BBB	
Boys Basketball Warm-ups	2030	\$ -	TBA	Activity Fund-ATH-BBB	
Junior High BB Jerseys and Uniforms	2026	\$ 1,400.00	TBA	Activity Fund-ATH-BBB	
Track Uniforms (Girls and Boys)	2028	\$ -	TBA	Activity Fund-ATH-TR	
Cross Country Uniforms (Girls and Boys)	2026	\$ -	TBA	Activity Fund-ATH-CC	
Wrestling Singlets (Girls)	2026	\$ -	TBA	Activity Fund-ATH-WR	
Wrestling Singlets (Boys)	2027	\$ 2,500.00	TBA	Activity Fund-ATH-WR	
Wrestling Mats	2026	\$ 24,000.00	TBA	Activity Fund-ATH-WR	
Golf Bags	TBA	\$ -	TBA	Activity Fund-ATH-WR	
Golf Polos	2027	\$ -	TBA	Activity Fund-ATH-WR	
North Gym Refinishing	2027	\$ 30,000.00	Midwest Flooring	Activity Fund	
Football Field Lighting	2026	\$ 40,760.90	Border States	Depreciation/Activity Fund-ATH-FB	
Track Resurface	2031	\$ 80,000.00	Fisher Tracks Inc.	Depreciation/Activity Fund-ATH-TR	
<b>Total</b>		<b>\$ 193,860.90</b>			
<u>Curriculum Purchase/Cycle</u>					
<u>Projects</u>	<u>Year</u>	<u>Amount</u>	<u>Vendor</u>	<u>Funding Source</u>	
ELA	2022	\$ 50,000.00	TBA	General Fund	
Mathematics	2023	\$ -	TBA	General Fund	
Social Science (Middle & High School)	2026	\$ 7,500.00	HMH Licenses (six years)	General Fund	
Social Science (K-3)	TBA	\$ -	TBA	General Fund	
Science	TBA	\$ -	TBA	General Fund	
Health	TBA	\$ -	TBA	General Fund	
Business	TBA	\$ -	TBA	General Fund	
<b>Total</b>		<b>\$ 57,500.00</b>			
**Note: The curriculum is reviewed every seven years.					

Overton Public School  
State of the Schools Report  
Strategic Plan



**Mission Statement**  
**Shared Vision**

The mission of the Overton Public School is to provide an inclusive education that results in academic success, virtuous character, and positive social outcomes.

We provide opportunities for everyone to be **engaged**, **empowered**, and **enlightened**.

**School Improvement Goals**

1. Overton Public Schools will increase reading skills
2. Overton Public Schools will increase math skills

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**Goals and Objectives**

**Activities Fund Goals/Objectives:**

- a) Continue to purchase equipment and uniforms on an approved cycle and as needed
- b) Maintain current extracurricular offerings
- c) Continue coaches Evaluation Tool
- d) Other Goals or Objectives

**Curriculum/Staffing Goals/Objectives:**

- a. Student Assessments: Continue to use the MAP, PLAN, ACT, scores, STAR Reading, AIMS, SPED assessments, NSCAS, and classroom assessments to measure student growth. The administration will continue to provide updates to the board and public on student progress and goals.
- b. Support current curricular and staffing requirements:

- i. Continuing with curriculum cycle. Aligning with Nebraska Standards
- ii. Continue to offer the On To College Prep Program
- iii. Maintain the current seven days of professional in-service for staff (177-184)
- iv. Continue the iPad 1:1 Initiative
  - v. Continuing classroom iPad cart replacement
- vi. Continuing to support professional development for certificated staff
- vii. Continuing to implement career exploration opportunities
- viii. Encourage students to enroll in college classes
- ix. Continuing training staff in APL
  - x. Continue to train the entire staff in CPR/First Aid/AED
- xi. Continuing to contract with ESU 10 to provide SPED services
- xii. Other Goals or Objectives

c. Classified assignments:

- 1. Continue to have Paras in prek/elementary/middle school classrooms
- 2. Continuing to provide professional development training for paras
- 3. Continue to utilize local custodians/maintenance and grounds personnel
- 4. Continue to utilize the ALICAP Safe Schools program to provide safety training
- 5. Other goals and Objectives
- 6. Update the roles of office personnel

d. Administration

- 1. Continue to utilize the PreS-4 Principal and the 5-12 Principal structure
- 2. To grow our own administrative staff when possible

**Building and Grounds (Facilities) Goals/Objectives:**

- a. Continue to remodel the 1924 structure as needed. At some point in time, plans will need to be developed on what to do when the 1924 building is near the end of its life expectancy. Continue to utilize a structural engineer to continue to review the status of the building.
- b. Monitor Hydronic HVAC units and well field life expectancy. Options on replacing the well field.
- c. Continue to paint, carpet and remodel as needed
- d. Interlocal Grounds - Continue with \$3000 annual contribution to help with maintenance of interlocal grounds and facilities.
- e. Copier replacement schedule
- f. Continue to upgrade security cameras and e-doors

- g. Update project list
- h. Review the Project List (attached to the plan)
- i. Other Goals or Objectives

**Finance Goals/Objectives:**

- a. Reserve Summary - target cash reserve amount - \$3,800,000
- b. Review financial budget summary
- c. Maintain current budget of expenditures as allowed by law
- d. Grant Funds - SPED/IDEA, Title 1, Title 11A, ESSA,  
SPED/IDEA - maximum of \$63,000.00  
Title 1 - \$43,000.00  
Title 11A - \$7,100.00  
REAP - minimum of \$31,000.00 per year
- e. Other Goals or Objectives

**School Improvement (CIP) and Student Performance Goals/Objectives:**

- a. CIP process (NDE Model)
- b. CIP Goals – Mathematics and Reading
- c. Data Analysis opportunities for staff - Utilize the ESU 10 professional development staff
- d. Maintain current CIP structure with the steering committee overseeing the process
- e. Other Goals or Objectives
- f. Continue to review student/class performance in assessments that include but are not limited to: ACT, NSCAS, MAPS,
- g. Other Goals or Objectives

**Climate/Culture/Safety Goals/Objectives**

- a. Continue to train and utilize the Standard Response Protocol
- b. Safety - Policies, annual report
- c. Bullying - Policies, annual report
- d. Digital Citizenship - KSB Law Firm
- e. Continue to utilize ALICAP's Safe School resources
- f. Other Goals or Objectives

**Transportation Goals/Objectives:**

- a. Continuing with the current bus purchase cycle (5 years)
- b. Vehicle Purchases – Vans/SUV
- c. Continue to apply for bus rebate program with NDEQ
- d. Other Goals or Objectives

**Governance Goals/Objectives:**

- a. Three-year board policies review cycle
- b. Maintain exiting board committee structure and function
- c. Professional development training opportunities for board members

- d. Continue updating handbooks to align with board policies
- e. Continue contract with KSB Law Firm to update board policies
- f. Develop and improve current lines of communication between the school and stakeholders (parents and patrons)
- g. Other Goals or Objectives

**Technology Goals/Objectives:**

- a. Review and update the technology plan
- b. Continue to update Wireless/Wired Network -- ERATE Grant Funding
- c. Continuing to update the network infrastructure and servers, with ESU 10 personnel providing recommendations. Utilize grant funding when available.
- d. Survey staff to determine needs and repairs.
- e. Continue to purchase both apple and pc computers/devices - staff and students
- f. Encouragement in the integration of technology into the curriculum
- g. Continue iPads 1:1 initiative
- h. Continue the purchase of MacBook's for juniors and seniors
- i. Provide training opportunities for staff - ESU 10 and other professional conferences/workshops
- j. To continue to review student cell phone usage
- k. Other Goals or Objectives