Board of Education Regular Meeting
Monday, August 10, 2026 7:00 PM
Central Office Board Room
401 South Pine Street
Valley, NE 68064-0378

1. **Call to Order**
2. **Public Communications and Correspondence** **3**
3. **Approval of Agenda**
4. **Administrative Reports** **5**
   - 4.1. Superintendent's Report 25
   - 4.2. Financial Report 26
5. **Consent Agenda**
   - 5.1. Approve Minutes 33
   - 5.2. Approve Claims for Payment
   - 5.3. Approve Financial Report
   - 5.4. Approve Classified Staff
6. **Old Business**
   - 6.1. Building and Grounds Committee of the Whole 37
7. **New Business**
   - 7.1. Second Reading of Board Policy Updates for 2026 38
   - 7.2. Approve Vehicle Purchases 96
   - 7.3. Discuss, Consider and Take All Necessary Action with Regard to Approving Educational Cooperative Construction Agreements for the District's Construction Education Program 98
   - 7.4. 2026-2027 Preliminary Estimated Budget 120

7.5. Approve Change in the Extra Duty Positions for Robotics

8. **Adjournment**

Board of Education

Cole Groteluschen

Dr. Kelly Hinrichs

Luke Janke

Jamie Jorgensen

Elizabeth Mayer

Jim Tomanek

Dr. Melissa Poloncic, Superintendent

Kristi Trost, Board Secretary

This pamphlet has been developed to help the general public attending a meeting of the Board of Education to understand the internal operation of the Board. It is hoped that this pamphlet will foster improved relations between the Board and the citizens it serves.

Meetings of the Board

When

- The Board of Education convenes once each month on the second Monday except in the months that have five Mondays. In months with five Mondays, the Board convenes on the third Monday of the month. Holidays and unexpected conflicts may create exceptions to this practice.
- The Board of Education will convene in special session whenever it is deemed necessary for the efficient operation of the school district.
- Board of Education meetings are called to order at 7:00 p.m. unless another time is stipulated.

Where

- Regular and special meetings of the Board of Education will be held in the Board Room on the Valley Campus at 401 S. Pine St., in Valley, unless another location is specifically identified.
- Whenever public participation dictates the need for a larger meeting room, the Board will convene in the High School library.

Notice of Meetings

- Official notice of the time and place of the regular board meetings are posted on the doors of the schools, banks in Valley and Waterloo and the Valley City Hall.
- Notice of special meetings will be posted at least 24 hours in advance. Hearings will be published in The Omaha Daily Record.

Business of the Board

Agendas

- Agendas for the regular meeting on the second Monday of the month will be prepared in advance and kept current and available in the superintendent's office. Business items of an emergency nature may be placed on the agenda by a majority vote of the Board of Education.
- Parents, employees and patrons may request items placed before the Board of Education for consideration by contacting the Superintendent at least three business days in advance of a regular meeting.

Public Participation

- The Board of Education invites you to offer comments during the Public Communication and Correspondence portion of the meeting. Public requesting to offer comments during the Public Communication portion of the meeting shall make a request to speak or complete the sign-in information sheet at the meeting. The individual is asked to state the purpose and general nature of his or her appearance before the Board. The Board President shall indicate to the individual how much time the Board will allot the individual. Speakers normally will be given five minutes with a maximum of 20 minutes set aside for such communications.
- Members of the public requesting to speak to an item considered New or Old Business on the Agenda will request time during the Public Communications portion of the meeting. Unless the comments are related to an agenda item no action will be taken by the Board. Questions or requests of the Board by the public will be taken under consideration. The Board will direct the Superintendent, or the Superintendent's designee, to respond in writing to any public

question or request brought before the Board. Equal time shall be allotted to individuals speaking for and against a proposal when opposing points of view are represented at the board meeting.

- The Board invites you to share any information you may have or address any question to any Board member or the Superintendent regarding new business in the week prior to the next meeting.

- If, at any Board meeting, any person shall conduct himself or herself in a disorderly manner and after notice of the president or the person presiding shall persist therein, the president or person presiding may ask the person to leave and if the person refuses, the president or presiding officer may order any law enforcement officer or any other person or persons to take him or her into custody until the meeting is adjourned.

- Meetings may be recorded. Recording must be done so as not to disrupt the meeting.

- Meetings of the Board of Education shall be conducted in compliance with appropriate policy, state statutes and open meeting laws.

Mission Statement

DC West Community Schools engages, prepares, and empowers all of our students for the future.



The Douglas County West Community Schools does not discriminate on the basis of race, color, national origin, sex, disability, religion, age or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Superintendent of Schools, 401 S. Pine St., Valley, Nebraska 68064 (402-359-2583).

Employees and Others: Superintendent of Schools, 401 S. Pine St., Valley, Nebraska 68064 (402-359-2583).

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Dept. of Education (OCR), please contact OCR at 8930 Ward Pkwy, Suite 2037, Kansas City, Missouri 64114, (816) 268-0550 (voice) or (877) 521-2172 (telecommunications device for the deaf) or ocr.kansascity@ed.gov.



Board Meeting Procedures

"Engage, Prepare, and Empower"

Douglas County West Community Schools
P.O. Box 378
401 S. Pine St.
Valley, Nebraska 68064

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Douglas County West High School and Middle School
Director of Athletics & Activities Board Report August 2026
Mr. Jeremy Travis

Welcome Back to the 2026-2027 School Year in Athletics & Activities here at Douglas County West, Home of the Falcons!

I have included the following in my board report:

- **DC West Director of Athletics & Activities Welcome Back Letter 2026-2027**
- **MS Fall Athletic Sign-ups 2026-2027**

We are extremely excited to add **HS Girls Golf**, **HS Unified Bowling**, and **MS Girls Wrestling** to our programs for this upcoming school year. We are always attempting to create opportunities to learn and grow for our students, coaches, school, and community. Thank you for your support and partnership in the vision we have for DC West!

To view upcoming **Team Schedules or Events**, please go to **BOUND**:

https://www.gobound.com/ne/schools/douglascountywest

I love this quote that was shared at the HumanEx Summit that we attended this summer:

"One teammate can change everything. The tone, the standard, the energy, the belief. Be the ONE."

Please let me know if I can ever be of any help and I'm really looking forward to a fantastic year.

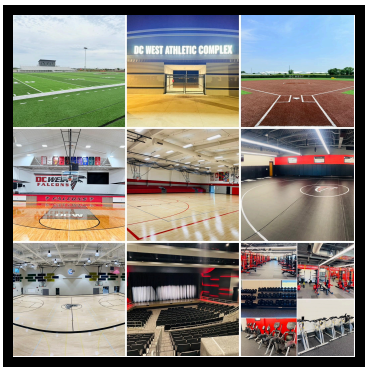
Go Falcons!

Mr. Travis
#FalconsTakeFlight









DC West Director of Athletics & Activities Letter

Parents and Students,

Welcome to Douglas County West Community Schools, Home of the Falcons! I am Jeremy Travis and I am the Director of Athletics and Activities (7-12). I am beginning my 27th year in education in our school district and 3rd year as AD. Previously, I was the Middle School Principal/AD for the 15 years, taught Physical Education and Weight Training at the High School for 9 years, the HS Head Boys' Basketball Coach for 12 years, and I have also been involved in coaching and sponsoring a high number of athletics and activities during my time.

Before DC West, I earned my bachelor's degree from Midland Lutheran College (Midland University) where I also participated in basketball and golf at the collegiate level. I received my Masters in Administration Degree in Educational Leadership from Doane College (Doane University).

I am married to my wife Larissa and I have four boys in Brody (5th Year Senior at Midland University), Drake (Electrician), Gage (12th grade), and Grady (9th grade). We really enjoy participating in all of the athletics and activities that DC West has to offer all of our students and families of the DC West community.

I want to also introduce, Mrs. Angel White (**awhite@dcwest.org**) as she is the new secretary in our DC West Athletics & Activities Department (7-12).

DC West is a member of the **Nebraska Capitol Conference** (DC West, Arlington, Conestoga, Fort Calhoun, Logan View-Scribner Snyder, Louisville, Raymond Central, Syracuse, and Yutan). We are both a Class B and C-1 School depending on the Athletic or Activity event. Students will be encouraged to get involved in our school and to participate in the Athletics, Fine Arts, and Activities that we have to offer.

In the **2025-2026 School Year** we had the following programs at the high school that made it to **State Level Competition: Boys Cross Country** (Qualified 1 Individual for Class C State Competition), **Boys Basketball** (Class C-1 State Tournament Runner-Ups), **Wrestling** (Qualified 4 Individuals, Placing 2 for Class B State Tournament), **Competitive Cheer** (Participated in the Class C State Cheer Competition), **Speech** (Qualified 5 Individuals, Placing 1 for Class B State Competition), and Track (Qualified 3 Individuals for the Class B State Track Meet). So, we had a heckuva year in our extra-curricular activities here at DC West!

Here are the Head Coaches and Sponsors at both the High School and Middle School for this upcoming 2026-2027 school year:

Cross Country: (HS) Ty Hansen and (MS) Nolan Zimmer, **Football**: (HS) Mike Troy and (MS) Jesse Hays, **Softball**: (HS) Ady Marshall, **Volleyball**: (HS) Bob Wald and (MS) Mandi Mace, **Cheerleadin**g: Alyssa Lindahl, **Dance**: (HS) Alyssa Lindahl, **Speech**: (HS) Kristi Eggen and (MS) Sherry Dill, **One Act**: Sherry Dill, **Boys Basketball**: (HS) Chip Daehling and (MS) Ben Knobbe, **Girls Basketball**: (HS) James Eddy and (MS) Mattie Subbert, **Wrestling**: (HS) Ryan Braun, (MS Girls) Jake Marshall, and (MS Boys) JD Gagner, **Boys Track**: (HS) Mattie Subbert and (MS) Jake Subbert, **Girls Track**: (HS) John Brockhaus and (MS)-TBD, **Girls Soccer**: (HS) LauraTroutman, **Baseball**: (HS) Joel Voss, **Golf**: (HS Boys) Ben Knobbe and (HS Girls) Ben Knobbe, **Band**: Liz Guinn, **Choir**: Dawn Beyl, **UnifiedSports**: Lisa Masters, **Robotics**: Lisa Leonard, **Student Council**: (HS) Heather Cox and (MS) Janna Giles, **Art Club**: (HS) Sean Pralle and (MS) Sara Gotch, **NHS**: (HS) Matt Caldwell, **Quiz Bowl**: (HS) Matt Caldwell, **FBLA**: (HS) Ben Knobbe, **HOSA**: (HS) Waterz, **Spring Play/Musical**: (HS) Sherry Dill and Dawn Beyl, **Strength & Conditioning**: Morgan Bergen, **Freshman Class**: Lisa Benson, John Brockhaus, Karmen Koch, Alyssa Lindahl, and Kim Loofe, **Sophomore Class**: Logan Johansen, Lisa Leonard, Sean Pralle, and Cyndi Waterz, **Junior Class**: Lindsey Boardman and Maggie Dailey, **Senior Class**: Kim Remmick and JaredWiemer.

Here are some important Dates for the Start of the School Year:

August 10th Start of High School Fall Practices

August 17th Middle School Football Practice Begins from 3:45-5:15pm. Please meet in Coach Hays Classroom at the Middle School. You MUST HAVE your physical completed, your signed Parent Consent, and your $35 Activity Fee paid.

August 19th Middle School Fall Athletic Sign-ups at the Middle School during the school day for Cross Country and Volleyball.

August 19th 6:00pm All 7-12 Athletic Kick-off Meeting (players and parents please attend if you are planning on participating on any Middle School or High School Athletic Teams throughout the school year) in the Performing Arts Center followed by Fall Athletic Parent/Player Team Meetings (Football, Volleyball, Cross Country, Softball) for both the Middle School and High School.

August 20th Start of Middle School Fall Practices

To view upcoming **Team Schedules or Events,** please go to **BOUND**: **https://www.gobound.com/ne/schools/douglascountywest** for Activity Calendars.

In Order to **Practice/Participate in Athletics & Activities Students Must Have:**

• **Sports Physical** (All students entering the 7th-12th grade for the 2026-2027 school year MUST have a sports physical if they plan to participate in any athletics for the 2026-2027 school year.
• **Signed NSAA Parent Consent Form**
• **Paid $35 Student Activity Pass/Fee** (This will allow all students to participate in any activity throughout the school year as well as be able to attend all home DC West activities for free admission except tournaments and special conference, district, or state-level events.)

S.A.L.T. (Student Athlete Leadership Team)

We're looking for difference making student athlete leaders to continue to positively impact and build upon **The Falcon Way** culture here at DC West. Student team representatives will be recommended to participate in S.A.L.T. by their coaches & staff members for the leadership abilities that they have Displayed.

When: Tuesday Morning's from 7:00 - 7:45am (Donuts 6:45 - 7:00) ***Sponsored by Falcon Pride Booster Club**

Dates: 8/25, 9/15, 10/20, 11/17, 12/15, 1/12, 2/9, 3/9, 4/13, 5/11

Where: Performing Arts Center (PAC)

Students will be involved in leadership activities and listen to difference making guest speakers messages to be able to bring back to their teams. We are also partnering with HumanEx Ventures and their leadership activities. This will be an exciting step to continue to develop player led teams and programs here at DC West.

Please consider joining the **Falcon Pride Booster Club** as they provide support for all of our High School Athletic Programs here at DC West throughout the school year! Here is what the **Falcon Pride Booster Club supported in 2025-2026:**

• Kick-off Seasonal Donation to each of our DCW Athletic Programs
• End of Season Donation to Program Team Dinner 's
• BSDN Live Play by Play Broadcasting for all DCW High School Varsity Events
• Athletic Equipment for all programs
• Game Day Travel Gear for Programs
• Athlete Signs for State Qualifications
• Card My Yard Decorations for State Qualifications
• Two Senior Scholarships
• End of Year Athletic Celebration Donation

Your Individual, Family, and Business Memberships and Donations are key to supporting opportunities to our DC West Student Athletes and their Programs. Thank you for your support!

We feel that we have many experiences to offer your son/daughter during their secondary years. Please feel free to attend an athletic or activity event and check out some of the great things that are going on. If you have any further questions, please don't hesitate to e-mail Mr. Travis at **jtravis@dcwest.org** . We are looking forward to another great year together, Go Falcons!

In Education,

Mr. Jeremy Travis, M.A.
DC West Director of Athletics & Activities (7-12)
Douglas County West Community Schools Website: **www.dcwest.org**
Douglas County West Bound: **https://www.gobound.com/ne/schools/douglascountywest**
Douglas County West Community Schools Facebook
DC West Community Schools X: @DCWestFalcons
#FalconsTakeFlight #BetterTogether #RiseUp #TheFalconWay #dcwestpride

DC West Middle School (2026-2027)

August 17th *(3:45 in Coach Hays Classroom)*

MS Football Practice Begins on Monday, August 17th from 3:45-5:15pm. Please meet in Coach Hays Classroom at the Middle School. You **MUST HAVE your physical completed, your signed Parent Consent, and your $35 Activity Fee paid.**

August 19th *(during the school day)*

Fall Athletic Sign-ups for 7th and 8th grade Cross Country and Volleyball.

August 19th *(6:00pm)*

All 7-12 Athletic Kick-off Meeting (players and parents please attend if you are planning on participating on any Middle School or High School Athletic Teams throughout the school year) in the Performing Arts Center followed by Fall Athletic Parent/Player Team Meetings for both the Middle School and High School.

MS Football Practice Begins on Monday, August 17th. First game is September 1st @ Columbus Lakeview at 4:30. DC West will provide all football equipment, however football cleats are the student's responsibility if they choose.

MS Volleyball Practice Begins on Thursday, August 20th (Elementary Gym). First game is September 3rd @ Oakland-Craig at 4:00.

MS Cross Country Practice Begins on Thursday, August 20th. First Invitational is August 27th @ Logan View at 11:15am.

ALL Practices Times are (3:45-5:15) after school on Monday's thru Thursday's with potential Friday Morning Practices (Time TBA). Students must be picked up from practice no later than 5:15.

In Order to Practice/Participate Students Must Have:

- A **Physical** (All students entering the 7th grade for the 2026-2027 school year MUST have a physical before starting school. For students entering the 8th grade, they must have a sports physical if they plan to participate in any athletics for the 2026-2027 school year.
- **Signed NSAA Parent Consent Form**
- **Paid $35 Student Activity Pass/Fee** (This will allow all students to participate in any activity throughout the school year as well as be able to attend all home DC West activities for free admission except tournaments and special conference, district, or state-level events.)

DC WEST Community Schools
PO Box 378, Valley, Nebraska 68064
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Phone: 402.359.2583
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Engage, Prepare, and Empower

Director of Student Services Board Report
August 2026

Welcome to the 2026-27 school year! I'm excited to be back for my sixth year as a Falcon, and excited to live out our mission to **Engage, Prepare, and Empower** students. Our "F**alcons Take FLIGHT**" theme is an inspiring reminder to be positive and present in each moment so that we can fully engage students and help them achieve their dreams and goals.

Here's some "Good to Know" information in the worlds of special education and student services as we start the school year:

Staffing Updates



We are fully staffed for certified special education teaching positions to start the year! Following Michelle Anderson's resignation in June from the middle school, we were fortunate to hire **Heather Beekman** as 7th and 8th-Grade Special Education Teacher. Heather brings a wealth of teaching and administrative experience to her new role. She was most recently the Director of Special Education for the Wahoo Public Schools, served several years in Fremont as Assistant Director of Special Education and Elementary Principal. We are thrilled to welcome Heather to our team!

Professional Development Focus for the Year

We have two major themes in our special education professional development plan this year. First, we will continue our **Journey to Inclusion**! We are sending a third cohort of coteaching teams through the **Inclusive Practices Academy** at ESU 3, including our middle school interventionists. We are also bringing out McKayla LaBorde, ESU 3 Executive Director of Student Services, and Allison Kelberlau, ESU 3 Assistant Director of Student Services, to lead our grades 4-12 teachers through an inclusive practices training series on two of our professional development days this year to help instill inclusive mindsets and build our teachers' capacity to provide inclusive education in all of our classrooms. Finally, we will have some administrator training and discussion on how to support inclusion as leaders.

Our second theme will be centered around "**IEPs with Heart**," a new training series championed by the NDE Office of Special Education focused on creating quality IEPs based on individual student needs and prioritizing parents as partners in the planning process. This series will embed training for IEP writing and special education processes that the NDE is requiring us to implement based on findings from their review of our files last year.

CrisisGo Emergency Notification System

DC West Community Schools has purchased CrisisGo, an app-based emergency notification and communication system designed to streamline crisis response and staff-to-staff communication during emergencies. The platform will support real-time alerts, incident reporting, and coordinated communication across all buildings and departments. Rollout will begin this school year, with an all-staff training scheduled for **August 18**. Additional training and implementation steps will follow throughout the year to ensure staff are prepared to use the system effectively as part of the district's broader emergency preparedness efforts.

Administrator Days Presentation



Alan Sarka and I had the honor of presenting at the NCSA Administrator Days last week with Allison Kelberlau from ESU 3. Our presentation, "**From Training to Transformation: Scaling Inclusive Practices for Measurable Student Impact**" highlighted the collaborative work between ESU 3, our special education department, and building leadership in ensuring the training that we participate in through the **Inclusive Practices Academy** is implemented in our classrooms and highlighted the strong positive impact this work is having on student achievement at DC West.

Expanded Mental Health Support Services through CHI

We are excited to expand our student mental health support services this year through a broadened agreement with CHI. Karla Sextro, CHI LMHP, will continue providing on-site mental health therapy for DC West students. As part of this agreement, the district provides office space and a computer for Karla, who remains a CHI employee, and students access her therapy services on-site using their private insurance. This partnership has been successfully implemented for five years, and we are excited to expand it further this year.

In addition to ongoing therapy for referred students, our Mental Health Team — comprised of school counselors and psychologists — has identified a group of students who could benefit from short-term therapy following a traumatic life event or situation. These students may not require the ongoing therapy typical of Karla's caseload, but their needs often fall outside the scope of what our school counselors can provide. To address this gap, we have purchased a limited number of counseling sessions through CHI, available throughout the year upon counselor referral. This pilot program is being implemented on a small, limited basis this year, with the goal of filling a critical void for students needing short-term support for acute concerns.

TAPP (Teachers and Parents as Partners) Federal Grant Partnership

DC West Community Schools has signed onto a federal grant partnership with the University of Nebraska–Lincoln to implement TAPP (Teachers and Parents as Partners), a research-based intervention that helps address behavioral and academic challenges through structured collaboration between teachers, parents, and school specialists.

Backed by 30 years of research, TAPP has been shown to produce lasting improvements in student behavior, strengthen home-school partnerships, and enhance the skills of both families and school staff in supporting student success. The program is a natural complement to our existing MTSS framework. The program will provide a high-quality Tier 2 intervention for students who could benefit from a structured, 7-week process of goal-setting, joint home-school planning, and progress monitoring.

Reagan Rosenberg, School Psychologist, and Meghan Ranslem, Assistant Principal, will be trained as TAPP specialists through this partnership. As specialists, they will complete self-paced training modules, receive ongoing coaching support, and facilitate TAPP meetings with identified students, their families, and teachers.

We are excited about this opportunity to strengthen our tiered support systems and build stronger family-school partnerships for students who need this level of intervention.

Thank you for your continued support!

Nicki Pechous, Ed.D.

Director of Student Services

DC WEST MIDDLE SCHOOL

2026-2027 | From The Desk of Dr. Kerns

I hope your summer has been absolutely fantastic—filled with sunshine, adventure, laughter, and a well-deserved dose of relaxation! There's something truly magical about a fresh start, and I can already picture our hallways buzzing with joy, energy, and the sound of students reconnecting.

Being part of the Falcon Middle community is an incredible honor. Here, kindness, connection, and care aren't just words—we live them every day. At the heart of all we do are the strong relationships between students, families, and staff. When we come together as a team of dedicated adults, we build the kind of support system that empowers our kids to soar—both in the classroom and beyond.

This year, we're especially excited to focus on strengthening those relationships during our newly reimagined WIN time (formerly known as Pride). This dedicated part of the day is all about creating intentional moments for connection, character-building, and community. WINis more than just a routine—it's a safe space where students are seen, supported, and celebrated. It's where they'll build trust with a consistent adult mentor and a small group of peers, setting the tone for a positive and successful school experience.

I'm also thrilled to share that we're adding hexter classes this year. This gives students the opportunity to take six exploratory classes instead of four, while also lowering class sizes. You'll find these classes listed on the next page.

Enjoy the rest of your summer—whether it's filled with adventure, relaxation, or a little bit of both. We can't wait to welcome our Falcons back in August, and we're excited for all the learning, laughter, and memories that await.

Here's to a year of connection, growth, and shared success!

Dr. Jeffrey Kerns

DC WEST MIDDLE SCHOOL

2026-2027 | From The Desk of Dr. Kerns

6th Grade Hexter Classes

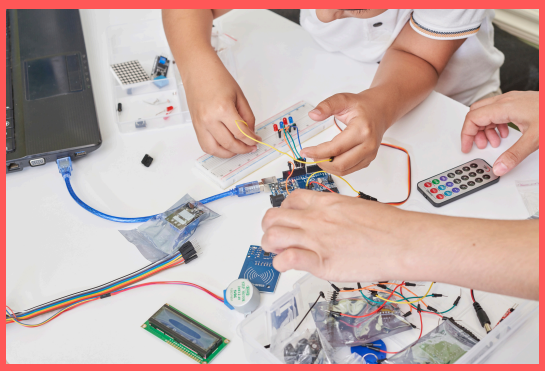
- Google Platforms / Typing
- Speech
- Musical Theater
- Digital Citizenship
- Study Skills
- STEM 6
- Band Lessons





7th Grade Hexter Classes

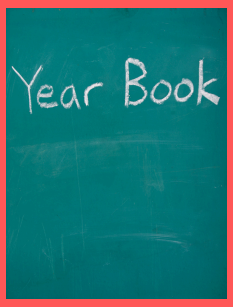
- Acting
- Photography
- Media
- Careers 1
- STEM 7
- French 7



8th Grade Hexter Classes

- Yearbook
- Research
- Careers 2
- FCS
- STEM 8
- Spanish
- Debate
- Acting





DC WEST
Community Schools

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Engage, Prepare, and Empower

August 5, 2026
Board Report
Elementary School (Mr. Sarka & Mrs. Ranslem)
DC West Community Schools
Contents:

1. **Admin Days- Inclusive practices presentation**
2. **Human Ex Conference**
3. **SECP Building Goals 2026-2027**
4. **New Elementary Fundraiser Proposal**

1. Admin Days in Kearney, NE July 27th-30th

The DC West Admin team attended three days of the Admin Days at the end of July. The team had the chance to hold an admin meeting, attend professional development sessions, and Dr. Pechous and Mr. Sarka presented on Inclusive Practices implementation and progress. The Elementary wanted to highlight that we continue to train more teachers as we are embarking on year 3. We also were very proud of the increased collaboration between SPED and classroom teachers and the outcome data that inclusive practices produced. The building showed a 3% increase in SPED proficiency on NSCAS, but more importantly the data showed huge increases in the growth of our SPED students. The data is proving that our partnership with ESU3 and implementation of Inclusive Practices is closing the achievement gap for all students. The Elementary believes very strongly in having high expectations for all students and not lowering the bar for lower achieving students. Inclusive Practices allows for all students to receive their targeted small group instruction in the classroom while they learn alongside all ability levels.



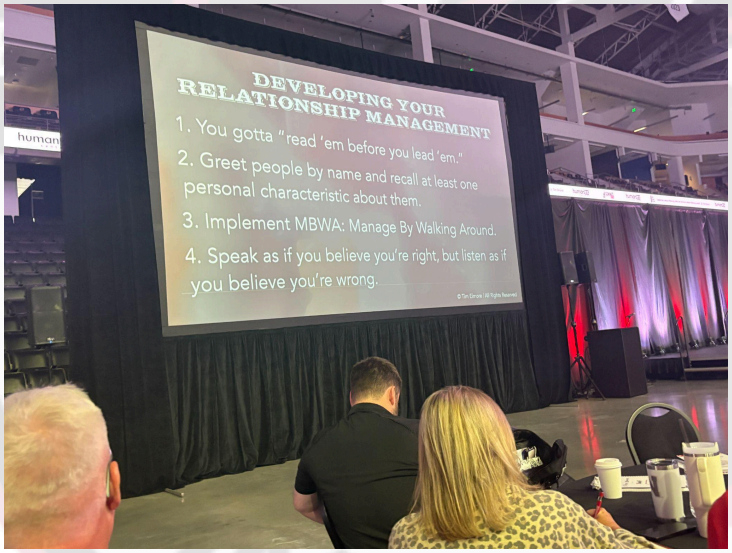
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2. Human Ex Conference at Baxter Arena June 24th-25th

HumanEX was full of great speakers on the topics of leadership, perseverance, and serving others. Dr. Poloncic presented multiple sessions, and the team felt like there were lots of great applicable take aways. There were several new speakers that were motivating and had great perspectives and experiences to share.





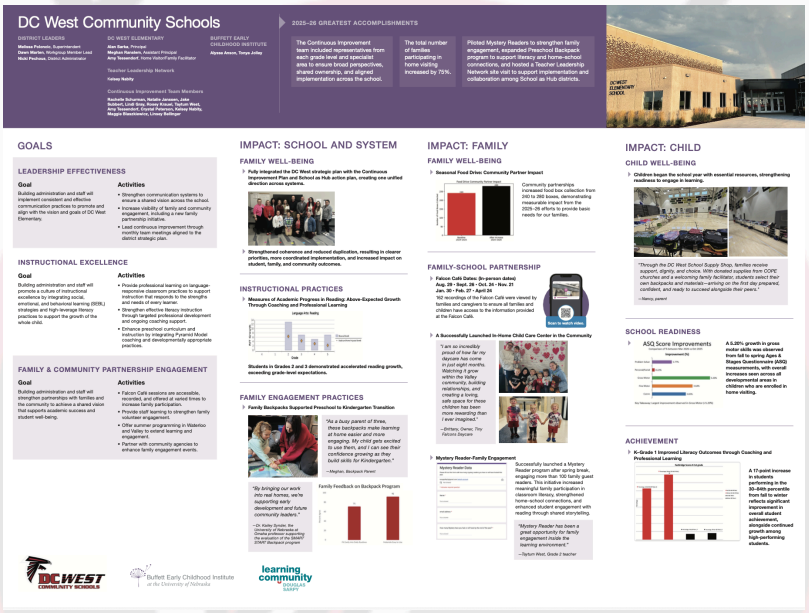




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3. Elementary Continuous Improvement 26-27

The Elementary Continuous Improvement building team met in collaboration with Buffett staff presented on June 16th to share our SECP 25-26 progress poster at the UNO Alumni Center. The team presented on our progress and solidified SECP goals for 26-27 under the pillars of instructional excellence, Leadership effectiveness, and Family and Community Partnerships.



Big Rocks for 26-27

<u>Instructional Excellence</u>-CLSD grant work, Literacy Framework Development, Targeted data-driven skill based instruction

Leadership Effectiveness- Continued increase in communication through Falcon Cafe, Staff Newsletter (Sarka Scoop), Falcon Forecast (Community Newsletter).

Family Community Partnerships- Continuation of the elementary chronic absenteeism initiative, Expansion of preschool literacy program to the Implementation of a K-1 Literacy Backpack program, continue and expand parent volunteers in the building.

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4. New Kindness Fundraiser for 2026-2027

DC West Elementary will be hosting a new fundraising event this year that emphasizes acts of kindness. The fundraiser teaches students foundational core values of treating others with kindness not to win a prize but because it is the right thing to do. The elementary admin team in partnership with PTSA made the collaborative decision to make this change because we feel it is what is best for our Falcons to do a fundraiser that teaches them to value others, take action, and treat others how they want to be treated. The focus on those core values was a big deciding factor.



August 2026, Board of Education Report
Dr. Dawn Marten, Director of Learning

CURRICULUM & INSTRUCTION

ELA Curriculum Writing

Twenty-one teachers committed their time this summer to finalize their ELA curriculum framework. Through our CLSD grant, the state has approved funding to compensate our teachers for their time and efforts. This support allowed us to maintain momentum in completing a high-quality, aligned curriculum framework that will positively impact teaching and learning across the district.

Computer & Technology Education Status (79-3305)

DC West students are required to take a one-semester course aligned to the Nebraska Career and Technical Education State Model Programs of Study. The Computer Science course satisfies the high school graduation requirement.

Multicultural Education Report (79-121)

Nebraska Department of Education Rule 10 stipulates that "The instructional program in public schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes, but is not limited to, studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans and European Americans with special emphasis on human relations and sensitivity toward all races. The regulation is based on statute and cannot be waived through Section 013.01 of 92 NAC 10."

Douglas County West Community Schools incorporates multicultural education in all curriculum areas at all grades. Multicultural education includes the studies listed above. Board of Education Policy 6370 Instruction: Multicultural Education, addresses these requirements, including the mission of the Multicultural Education Program.

Multicultural activities completed during the year included guest speakers, literature, art, and music related to other cultures. Many grade levels completed research related to other cultures and/or held diversity/culture unit studies/activities, and field trips.

ASSESSMENT

NSCAS: Grades 3-8 & 11

Student results will be shared following the state's finalization and official release of the data when the results are no longer under embargo. Approximately November.

PROFESSIONAL LEARNING

26-27 Professional Learning Plan

The objective of the DC West professional development plan is to provide teachers with resources and support to implement research-based, differentiated instruction in order to improve student achievement, develop social-emotional skills, and increase civic engagement. For the 26-27 school year, the district's professional learning priorities are as follows.

District Professional Learning Priorities	Focus	Implementation Method
District Continuous Improvement	• DCW Instructional Model: High-Leverage Instructional Practices • Achievement Goals & Data Analysis	District Continuous Improvement Team Meetings
Instructional Excellence	• Literacy Instruction & Achievement • Curriculum Frameworks • Inclusive Practices	Select Professional Learning Days PLC Team Meetings

Grading for Learning	• Grading Best Practices
	  ○ Late work
	  ○ Extra credit
	  ○ Academic dishonesty
	  ○ Attendance
	  ○ Group scores
	  ○ Zeros
		District Professional Learning Days

Social Emotional Behavioral Learning (SEBL)	• SEBL Screener • SEBL Tier II & III Decision-Making Rules	District Mental Health Team District Continuous Improvement Team Meetings
Curriculum Pilot	• K-12 Fine Arts: Instrumental Music, Vocal Music, & Visual Arts • K-12 Social Studies • 7-12 World Language: Spanish & French	Curriculum Pilot Committee PLC Team Meetings

26-27 New Teacher Induction

The district will welcome its newest educators through a comprehensive two-day New Teacher Induction Orientation in preparation for the school year. This orientation will provide an in-depth overview of district programs, strategic goals, instructional models, curriculum, and support systems.

New staff will participate in building tours, building-level orientation, technology training, special education sessions, and an overview of teacher expectations. The experience will also include opportunities for professional networking through shared meals with administration and board members, as well as collaborative planning time with mentors.

This supportive onboarding experience reflects the district's commitment to fostering a welcoming, well-prepared learning community for both staff and students as the new year begins. Special thanks to Mrs. Kelsey Nabity, DC West New Staff Induction Coordinator, for planning two outstanding days of learning and connection.

DC WEST Community Schools
PO Box 378, Valley, Nebraska 68064
www.DCWest.org
Phone: 402.359.2583
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Engage, Prepare, and Empower

Board Report
August 5th, 2026

Shawna Younghans- Administrative Facilitator

Welcome back to the 2026–2027 school year. I hope everyone enjoyed a restful and rewarding summer. Last year we launched several new initiatives and processes; this year our focus shifts from adding new programs to refining, strengthening, and evaluating the work already underway.

Safety and Security

Last year, the district installed eight vape detectors, an initiative that proved successful in helping students feel comfortable using restrooms at any time during the school day. Building on that success, the district has since added four additional detectors in restrooms and locker rooms. We remain committed to ensuring the safety and security of all spaces at DC West High School.

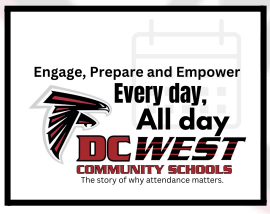
Secondary Scheduling Redesign

A small team participated last year in a secondary scheduling design cohort with the State Department of Education. This experience offered valuable new perspective on high school scheduling and underscored the importance of establishing clear goals to guide our decision-making.

Our first goal was to prioritize smaller class sizes in core courses over elective courses. We have been able to preserve our full elective course catalog while reducing core class sizes by moving elective offerings to an every-other-year rotation. This approach still gives students two opportunities to enroll in any given elective during their high school career while supporting our core-class-size goal.

Our second goal was to ensure students have dedicated time to revisit and be retaught academic concepts. The high school has done strong work using the Keystone period to give students time to complete homework, and this year we are expanding that support by adding writing and math workshops during Keystone. These workshops will give students another structured opportunity to learn concepts directly from content-area teachers. Academic Support will continue to serve students who are missing assignments or need additional help, with workshop instruction tailored more specifically to individual student needs.

Go Falcons!
Mrs. Shawna Younghans



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Engage, Prepare, and Empower

Board Report
August 5, 2026

Jim Knott - Principal
Douglas County West High School

As always, the new school year brings a renewed excitement for students, staff, and parents. From the upcoming open house/meet your teacher nights, to the beginning of official fall sports practices, to new course offerings, and meeting new staff, administrators, and students, it is a GREAT time to be a Falcon!

It is sometimes hard to believe, but I am heading into my 15th year as the principal of DC West High School. Over those years, a lot has changed, including new facilities, new faces, new class offerings/requirements, and a strong, growing community. However, some things haven't changed, and that is what makes DC West a special place. Things like the small-school, family-like environment where teachers know their students as more than names and numbers in a grade book. The fact that students can still be involved in multiple activities, enjoy class sizes commonly under 20, and have a wide-variety of class and activity options. These are the foundational items that help create a positive school feel and culture. We hope to continue to build on this strong foundation for the 2026/27 school year.

One new foundational building block I would like to highlight is our updated plan for staff leadership at the high school. For the last 14 years, we have had a Faculty Senate, which was a representative group made up of the principal, administrative facilitator, counselor, and one teacher from each department. The general purpose was to brainstorm and carry out plans to improve the high school in all areas. They met once a month at 7:30 in the morning. What we have found recently is a need for more specialized leadership because a 30-minute meeting, once a month didn't always meet the demand. So this year, we are rolling out four separate staff leadership groups, each with a more defined purpose. They are the Academic Leadership Team, the SEBL (Social, Emotional, & Behavioral Learning) Leadership Team, the Staff Engagement Leadership Team, and the Student Engagement Leadership Team. Each staff member was able to choose their leadership team last spring and each will be led by two co-lead teachers. Administrators will meet with the team leaders before every meeting to help refine and guide the process. Team meetings will be held roughly once a month for 45 minutes during Friday professional development. I will update the board periodically during the year on the goals and progress of each group.

DC WEST Community Schools
Engage, Prepare, and Empower

Superintendent's Report
August 10, 2026

Falcons Take Flight
Last year we proudly celebrated two decades of dedication, growth, and community. Our district has built a strong foundation of excellence, consistently raising the bar across academics, athletics, and activities. This year, we are channeling that rich legacy of success into our inspiring new theme: "Falcons Take Flight." It is a rallying cry for every student, educator, and family to stretch their wings, embrace new challenges, and watch our collective potential soar to even greater heights. Let's make this the best year yet!

NASB Upcoming Professional Development for Board
The following are upcoming professional development opportunities this Fall for Board members. Area Membership Meetings will be held in Omaha on September 1st and Fremont on September 23rd 4:30-8:30p.m. I am open to attend the Fremont meeting if any Board members would like to join me. Luke Janke will be receiving a Level V point award from NASB. The State Education Conference "Building Strong Futures" will be held in Omaha on November 18-20th. I will plan on attending and would love to have as many Board members as possible join me.

Superintendent Goals 2026
- Facilitate the Master Planning process to approach Strategic Plan 5.1 & 5.3: creation of a comprehensive facilities plan to address both short term and long term goals including, but not limited to, new construction, renovation, and maintenance of facilities, and acquiring property to meet the future growth needs of the district and align district resources to support a quality education system and high-level learning environment by ensuring necessary staffing levels, space allocation, and resource expenditures
- Implement Strategic Plan Strategy 4.2 to increase communication to maintain perceptions of DC West by engaging students, families, employees, and the DC West community to promote and enrich the brand of DC West Community Schools.
- Lead the vision and support needed to implement strategic plan priorities in 2026. Specifically increase overall proficiency and/or growth in core areas of student achievement district-wide.
- Continue to unify, coach and lead the entire administrative team to excellence.
- Begin to develop a leadership succession plan within the district and a transition process to proactively identify and transition new leadership within the district (Strategy 3.4).

Upcoming Dates:

August 11-12 New Teacher Professional Development
August 13 DC West Teachers Return
August 17 Open Houses
August 18 All Staff Returns
August 19 First Day of School
September 14 Budget Hearing and Regular Board of Education Meeting

Financial Recap July 2026

	6/1/26	Receipts	Expenditures	7/31/26
General Fund	$ 9,037,445.55	$ 512,736.76	$ 1,369,232.56	$8,180,949.75
Depreciation Fund	$ 1,773,547.67	$ 1,505.36	$ 5,695.60	$1,769,357.43
Food Service Fund	$ 19,606.55	$ 1,723.03	$ 3,094.65	$18,234.93
Qualified Capital Fund	$ 581,979.96	$ 8,963.51	$ 202,431.99	$388,511.48
Bond Fund	$ 2,217,541.92	$ 30,768.81	$ -	$2,248,310.73
Special Building Fund	$ 655,805.30	$ 25,388.13	$ -	$681,193.43
	$ 14,285,926.95	**$ 581,085.60**	**$1,580,454.80**	**$13,286,557.75**

General Fund Detail

Expenditures	July	YTD	Budgeted
All Instructional Program	$ 737,230.82	$ 7,686,395.16	$ 8,519,107.00
SPED Instructional Program	$ 151,417.38	$ 2,159,023.04	$ 2,534,928.00
Support Services SPED Related	$ 30,984.42	$ 494,986.40	$ 551,856.00
Support Services Non-SPED Relate	$ 32,425.89	$ 469,735.95	$ 522,058.00
Support Instructional	$ 49,511.38	$ 684,515.32	$ 785,282.00
Board of Education	$ 6,308.77	$ 105,342.74	$ 111,624.00
Executive Administration Services	$ 37,571.68	$ 346,802.85	$ 384,046.00
District Legal Services	$ 2,318.00	$ 12,648.25	$ 40,000.00
Office of the Principal	$ 77,631.03	$ 876,587.05	$ 971,578.00
General Admin - Business Services	$ 21,969.19	$ 260,675.44	$ 390,055.00
Maint & Operation of Building & S	$ 109,882.21	$ 1,513,035.25	$ 1,935,494.00
Vehicle Acquisition & Maint	$ -	$ 5,030.35	$ 9,746.00
Regular Pupil Transportation	$ 59,145.43	$ 576,237.49	$ 658,246.00
SPED Pupil Transportation	$ 591.42	$ 128,052.20	$ 172,757.00
Categorical Grant from Coporation	$ 17,684.68	$ 52,501.68	$ 322,001.00
State Categorical Programs	$ 774.02	$ 16,012.44	$ 16,376.00
Federal Programs	$ 33,786.24	$ 366,596.63	$ 412,275.00
Transfer Out	$ -	$ -	
	$ 1,369,232.56	**$15,754,178.24**	**$ 18,337,429.00**

Revenues	July	YTD
Personal and Prop Taxes	$ 143,593.15	$ 5,287,376.98
Carline Tax	$ -	$ 5,486.73
Motor Vehicle Taxes	$ 131,563.38	$ 1,325,300.11
Facility Rental	$ 700.00	$ 2,800.00
Tuition Received from Individuals	$ 330.00	$ 81,469.45
Interest	$ 4,253.11	$ 35,566.86
Local License Fees	$ -	$ 3,180.00
Grants from Corporations/Private	$ 186,668.53	$ 228,998.84
Other Local Receipts	$ 1,731.55	$ 9,521.86
County Fines and License Fees	$ 1,771.49	$ 20,057.32
ESU Receipts	$ -	$ -
State Aid		$ 2,429,667.00
Special Education Programs		$ 1,653,893.00
Special Education Transportation	$ -	$ 81,727.00
Homestead Exemption		$ 109,111.86
Pro-Rate Motor Vehicle	$ 3,781.92	$ 19,453.95
High Ability Learners	$ -	$ 9,515.00
Early Childhood Grant	$ -	$ -
State Apportionment	$ -	$ 254,040.29
Other State Receipts	$ -	$ 68,007.00
Prop & Personal Property Tax Credit	$ (712.82)	$ 3,537,663.51
Title ESSA Programs	$ -	$ 149,703.00
IDEA Programs	$ 10,939.94	$ 312,471.94
Medicaid	$ 3,380.89	$ 48,773.93
ESSER II & ESSER III	$ -	$ -
Other Federal Categorical Receipts	$ -	$ -
Sale of Property	$ 24,735.62	$ 76,917.45
Insurance Adjustment	$ -	$ -
	$ 512,736.76	**$ 15,750,703.08**

July 2026 Payroll

Net Payroll	$ 622,493.79
Payroll Taxes (District)	$ 66,294.49
Payroll Withholding (Employees)	$ 144,427.40
Retirement (District)	$ 61,041.35
Retirement Withholding (Employees)	$ 60,436.98

Vendor Name	Vendor Description	Amount
Checking Account ID 1	Fund Number 01 GENERAL FUND	
1-800 STRIPER		4,610.30
AMAZON CAPITAL SERVICES, LLC		9,803.24
ASPI SOLUTIONS INC		3,500.00
BERINGER CIACCIO DENNEL MABREY		1,698.20
BISHOP BUSINESS		4,615.00
BLICK ART MATERIALS		84.87
BORDER STATES INDUSTRIES INC		713.58
CAMELOT TRANSPORTATION INC		2,125.00
CAPPEL NAPA AUTO SUPPLY - VALLEY		8.49
CASEY'S BUSINESS MASTERCARD		97.32
CDW GOVERNMENT LLC		2,034.39
CITI CARD - COSTCO		30.48
CITY OF VALLEY		3,471.90
CITY WIDE FACILITY SOLUTIONS		6,500.00
COX BUSINESS		198.26
CRISIS GO, INC		6,525.00
DAILY RECORD, THE		64.00
DIETZE MUSIC HOUSE		116.40
EAKES OFFICE PLUS		11,055.45
EDUCATIONAL SERVICE UNIT #3		1,035.86
EGAN SUPPLY CO		5,429.95
ESU COORDINATING COUNCIL		2,588.50
FIBER PLATFORM, LLC		1,396.56
FIRST STUDENT, INC		690.51
FREMONT ELECTRIC INC		1,589.56
GAINES, SERENA		1,595.96
GOPHER SPORT		99.95
HALO PRO UNLIMITED, LLC		3,000.75
HEARTLAND PEST CONTROL		560.00
HELM SERVICE		680.00
HOMETOWN LEASING		2,522.27
HY-VEE INC		80.00
JOURNEYED.COM, INC		625.00
JUNIOR LIBRARY GUILD		2,044.00
JUST FOR KIDS THERAPY INC		1,721.75
KV CONSTRUCTION INC		992.00
LIFESTYLE WINDOW COVERINGS		13,997.00
MACKIN EDUCATIONAL RESOURCES		3,763.88
MATHESON TRI-GAS INC		106.57
MAX I. WALKER		314.80
MCGRAW-HILL EDUCATION INC		8,974.08
MENARDS - ELKHORN		429.71
NEBRASKA RURAL COMMUNITY SCHOOLS ASSOCIATION		850.00
ONE SOURCE		702.50
P & H ELECTRIC INC		698.00
PECK, BRITNI		1,281.98
PEREZ, HAILEY		1,372.79
PERRY GUTHERY HAASE & GESSFORD		266.00
PRAIRIE MECHANICAL CORP		6,263.91
PRIME SECURED		6,959.28
PRO-ED, INC		308.00
PUBLICATION PRINTING		2,959.80
REALITYWORKS, INC		1,722.87
REALLY GREAT READING COMPANY, LLC		189.00

Vendor Name	Vendor Description	Amount
RISE VISION		1,399.00
SCHOOL HEALTH CORPORATION		5.21
SCHOOL SPECIALTY INC		2,480.64
SECURITY EQUIPMENT INC.		23,292.60
SIMPLIFASTER		1,500.00
SMART PASS, INC		1,644.49
SOFTWARE UNLIMITED, INC.		13,325.00
SPEECH SQUAD, LLC		2,268.00
STANZEL'S MOW & SNOW LLC		11,675.00
STAPLES ADVANTAGE		22.58
STEMFINITY, LLC		45.98
STUDIES WEEKLY, INC		2,597.45
SUBURBAN SCHOOLS PROGRAM		4,686.31
SUMMIT FIRE PROTECTION		2,084.50
SWEETWATER SOUND, LLC		362.00
TEACHING STRATEGIES LLC		1,768.75
TRU / HOME 2 - BY HILTON		2,899.00
UNIVERSITY OF NEBRASKA KEARNEY		50.00
VALLEY ACE HARDWARE		845.52
VERIZON		105.14
WARDS NATURAL SCIENCE EST INC		243.32
WASTE CONNECTIONS OF NEBR, INC		1,593.87
WATER ENGINEERING INC		635.24
ZTRIP - WHC NE, LLC		966.00
Fund Number 01		211,560.27
Checking Account ID 1		211,560.27
Checking Account ID 2 Fund Number 02	DEPRECIATION	
AMAZON CAPITAL SERVICES, LLC		39.27
Fund Number 02		39.27
Checking Account ID 2		39.27
Checking Account ID 5 Fund Number 05	ACTIVITY FUND	
ANDERSON'S -TAYMARK		206.94
VEX ROBOTICS INC		905.20
Fund Number 05		1,112.14
Checking Account ID 5		1,112.14
Checking Account ID 9 Fund Number 09	QCPUF	
BERINGER CIACCIO DENNEL MABREY		1,968.75
FLUID MECHANICAL LLC		232,938.72
Fund Number 09		234,907.47
Checking Account ID 9		234,907.47

Vendor Name	Vendor Description	Amount
Checking Account ID 1	Fund Number 01 GENERAL FUND	
CITI CARD - COSTCO		2,092.98
ELKHORN AUTOMOTIVE, INC		1,600.00
EVERETTS REPAIR INC		7,627.16
HUMANEX VENTURES LLC		7,500.00
LOWE'S BUSINESS ACCOUNT		193.59
MADISON NATIONAL LIFE INS CO IN		3,314.16
MASLO, PAUL		268.21
OMAHA PUBLIC POWER DISTRICT		25,943.76
PECK, BRITNI		0.00
PERRY GUTHERY HAASE & GESSFORD		2,318.00
STANZEL'S MOW & SNOW LLC		6,625.00
USBANK		7,494.02
WOODRIVER ENERGY LLC		3,669.44
Fund Number 01		68,646.32
Checking Account ID 1		68,646.32
Checking Account ID 2	Fund Number 02 DEPRECIATION	
USBANK		1,258.37
Fund Number 02		1,258.37
Checking Account ID 2		1,258.37
Checking Account ID 5	Fund Number 05 ACTIVITY FUND	
B & H PHOTO VIDEO		125.82
JAYMAR BUSINESS FORM, INC		186.00
USBANK		341.82
Fund Number 05		653.64
Checking Account ID 5		653.64

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704	INTEREST	5,340.21	186.00	126.61	0.00	5,280.82
05 704 1001	ACTIVITY PASSES	18,377.14	0.00	180.00	0.00	18,557.14
05 704 1002	CORPORATE SPONSORSHIPS	7,331.53	0.00	0.00	0.00	7,331.53
05 704 1003	INSTRUMENTAL MUSIC	2,684.55	0.00	0.00	0.00	2,684.55
05 704 1005	STAFF LOUNGE	4,331.80	0.00	0.00	0.00	4,331.80
05 704 1007	VALLEY WAY	8,523.64	0.00	0.00	0.00	8,523.64
05 704 1011	PTSA DONATION	4,117.70	0.00	0.00	0.00	4,117.70
05 704 1023	PROM	3,922.28	0.00	0.00	0.00	3,922.28
05 704 1102	ARTS & HUMANITIES	550.62	0.00	0.00	0.00	550.62
05 704 1104	ATHLETICS HS	4,876.25	0.00	0.00	0.00	4,876.25
05 704 1106	BASEBALL TEAM	1,199.55	0.00	0.00	0.00	1,199.55
05 704 1107	BAND	2,709.55	0.00	0.00	0.00	2,709.55
05 704 1108	CHEER	6,210.37	3,512.22	0.00	0.00	2,698.15
05 704 1110	SPRING PLAY	3,221.03	0.00	0.00	0.00	3,221.03
05 704 1111	BBB TEAM	354.05	270.00	100.00	0.00	184.05
05 704 1112	CONCESSIONS	40,034.59	0.00	0.00	0.00	40,034.59
05 704 1113	CONSTRUCTION TECH	7,106.79	0.00	0.00	0.00	7,106.79
05 704 1114	DANCE TEAM	1,889.51	0.00	0.00	0.00	1,889.51
05 704 1115	HS MUSICAL	5,857.55	0.00	0.00	0.00	5,857.55
05 704 1116	ONE ACT	3,607.71	0.00	0.00	0.00	3,607.71
05 704 1117	FBLA	2,558.22	0.00	0.00	0.00	2,558.22
05 704 1118	HIGH SCHOOL	1,267.62	0.00	67.14	0.00	1,334.76
05 704 1119	DC TECH 1:1	5,042.58	1,995.00	320.00	0.00	3,367.58
05 704 1120	GBB TEAM	5,790.14	0.00	0.00	0.00	5,790.14
05 704 1123	HOSA	2,087.77	0.00	0.00	0.00	2,087.77
05 704 1124	STUCO HS	3,835.64	1,207.00	0.00	0.00	2,628.64
05 704 1128	NATIONAL HONOR SOCIETY	982.66	0.00	0.00	0.00	982.66
05 704 1131	FOOTBALL TEAM	2,749.94	341.82	475.00	0.00	2,883.12
05 704 1132	SCIENCE CLUB	446.69	0.00	0.00	0.00	446.69
05 704 1133	SPEECH TEAM	2,897.17	364.40	0.00	0.00	2,532.77
05 704 1134	VOCAL MUSIC	4,917.77	0.00	0.00	0.00	4,917.77
05 704 1136	WORLD LANGUAGE CLUB	660.52	0.00	0.00	0.00	660.52
05 704 1137	ROBOTICS TEAM	4,804.52	0.00	0.00	0.00	4,804.52
05 704 1141	GOLF TEAM	564.88	0.00	0.00	0.00	564.88
05 704 1142	YEARBOOK HS	5,059.43	0.00	0.00	0.00	5,059.43
05 704 1151	CROSS COUNTRY TEAM	1,975.43	0.00	0.00	0.00	1,975.43
05 704 1161	SOFTBALL TEAM	10,223.40	0.00	0.00	0.00	10,223.40
05 704 1166	BOYS TRACK TEAM	240.52	0.00	0.00	0.00	240.52

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 1167	GIRLS TRACK TEAM	112.50	0.00	0.00	0.00	112.50
05 704 1176	VOLLEYBALL TEAM	10,596.90	0.00	0.00	0.00	10,596.90
05 704 1186	WRESTLING TEAM	1,668.67	0.00	0.00	0.00	1,668.67
05 704 1198	SUMMER SPORTS CAMPS	598.12	0.00	0.00	0.00	598.12
05 704 1224	STUCO MS	15,628.02	0.00	0.00	0.00	15,628.02
05 704 1225	COFFEE CART - EL SPED	1,576.40	0.00	0.00	0.00	1,576.40
05 704 1319	DISNEY MUSICAL	15,954.90	0.00	120.00	0.00	16,074.90
05 704 1320	PRESCHOOL	7,517.07	0.00	0.00	0.00	7,517.07
05 704 2112	MS CONCESSIONS	2,735.72	0.00	0.00	0.00	2,735.72
05 704 2121	MS BBB TEAM	211.05	0.00	0.00	0.00	211.05
05 704 2136	MS FOOTBALL TEAM	368.47	0.00	0.00	0.00	368.47
05 704 2201	ART CLUB MS	177.51	0.00	0.00	0.00	177.51
05 704 2204	ATHLETICS MS	3,356.81	0.00	0.00	0.00	3,356.81
05 704 2205	UNIFIED SPORTS	2,949.94	0.00	0.00	0.00	2,949.94
05 704 2216	MS DRAMA	42.72	0.00	0.00	0.00	42.72
05 704 2218	MIDDLE SCHOOL	853.79	0.00	0.00	0.00	853.79
05 704 2242	MS YEARBOOK	3,120.79	0.00	0.00	0.00	3,120.79
05 704 3220	ELEM FIELD TRIP	0.00	0.00	0.00	0.00	0.00
05 704 3221	PBIS/FALCOIN	5,185.15	0.00	0.00	0.00	5,185.15
05 704 3222	BATTLE OF THE BOOKS	460.65	0.00	0.00	0.00	460.65
05 704 3318	ELEMENTARY	6,869.78	466.55	0.00	0.00	6,403.23
	Fund Total: 05	268,336.28	8,342.99	1,388.75	0.00	261,382.04

Fund: 12 STUDENT FEES

Chart of Account Number	Chart of Account Description		Beginning Balance	Expenses	Revenues	Balance Change	Balance
12 704	STUDENT PARTICIPATION FEE		31,190.07	0.00	350.00	0.00	31,540.07
		Fund Total: 12	31,190.07	0.00	350.00	0.00	31,540.07

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION OF DOUGLAS COUNTY SCHOOL DISTRICT 28-0015, a/k/a, DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT
Monday, July 13, 2026

The special meeting of the Board of Education, District #15, in the County of Douglas, in the State of Nebraska, was convened in open and public session on Monday, July 13, 2026 at the Central Office Board Room, 401 South Pine Street, Valley, NE 68064-0378.

Following public notification procedures approved by the Board of Education, February 14, 2011, in adherence to 84-1411, notice of the meeting was given in advance thereof by posting such Notice on the exterior front door of the high school, elementary school, middle school, Valley City Hall, First Nebraska Bank, Foundation One Bank and the Daily Record. Notice of the meeting was simultaneously given to all members of the Board of Education. Availability of the agenda was communicated in advance notice and in the notice to the Board of Education of the meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Attendance Taken at 6:18 PM.

Cole Groteluschen:	Present
Kelly Hinrichs:	Present
Luke Janke:	Present
Jamie Jorgensen:	Absent
Elizabeth Mayer:	Present
Jim Tomanek:	Present

Present: 5, Absent: 1.

Attendance Update Taken at 6:22 PM.

Jamie Jorgensen:	Present

Present: 6.
Jorgensen arrived at 6:22pm

1. Call to Order
The agenda, listing items for consideration by the Board, is on file in the Superintendent's office. Other matters may come before the Board and the Board has the right to modify the agenda before the meeting.

President – "As I call the meeting to order I wish to inform everyone present that a current copy of the Open Meetings Act is posted on the back wall of the Board Room for your review at any time."

2. Approval of Agenda
Motion to approve agenda as presented Passed with a motion by Jim Tomanek and a second by Luke Janke.
Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea
Yea: 5, Nay: 0

3. Master Planning Work Session
BCDM Architects were in attendance to facilitate a Board engagement session for Master Planning.

4. Adjournment
Motion to adjourn meeting at 6:51pm Passed with a motion by Kelly Hinrichs and a second by Jim Tomanek.
Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea
Yea: 6, Nay: 0

Kristi Trost, Board Secretary

Dr. Melissa Poloncic, Superintendent

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION OF DOUGLAS COUNTY SCHOOL DISTRICT 28-0015, a/k/a, DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT
Monday, July 13, 2026

The regular meeting of the Board of Education, District #15, in the County of Douglas, in the State of Nebraska, was convened in open and public session on Monday, July 13, 2026 at the Central Office Board Room, 401 South Pine Street, Valley, NE 68064-0378.

Following public notification procedures approved by the Board of Education, February 14, 2011, in adherence to 84-1411, notice of the meeting was given in advance thereof by posting such Notice on the exterior front door of the high school, elementary school, middle school, Valley City Hall, First Nebraska Bank, Foundation One Bank and the Daily Record. Notice of the meeting was simultaneously given to all members of the Board of Education. Availability of the agenda was communicated in advance notice and in the notice to the Board of Education of the meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Attendance Taken at 7:00 PM.

Cole Groteluschen:	Present
Kelly Hinrichs:	Present
Luke Janke:	Present
Jamie Jorgensen:	Present
Elizabeth Mayer:	Present
Jim Tomanek:	Present

Present: 6.

1. Call to Order
The agenda, listing items for consideration by the Board, is on file in the Superintendent's office. Other matters may come before the Board and the Board has the right to modify the agenda before the meeting.

President – "As I call the meeting to order I wish to inform everyone present that a current copy of the Open Meetings Act is posted on the back wall of the Board Room for your review at any time."

2. Public Communications and Correspondence
Comments from the audience were accepted at this time. No correspondence addressed to the Board.

3. Approval of Agenda
Motion to approve agenda as presented Passed with a motion by Jamie Jorgensen and a second by Luke Janke.
Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea
Yea: 6, Nay: 0

4. Administrative Reports
4.1. Superintendent's Report
4.2. Financial Report

5. Consent Agenda
Motion to approve Consent Agenda Passed with a motion by Kelly Hinrichs and a second by Jim Tomanek.
Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea
Yea: 6, Nay: 0
5.1. Approve Minutes
Regular Meeting Date:
Special Meeting Date:
5.2. Approve Claims for Payment
5.3. Approve Financial Report
5.4. Approve Classified Staff
Angel White hired as Administrative Assistant for Activities and Athletics
Cindy Quang - exit
Angie Gaver - exit
Payten Kern - exit

6. Committee Business

6.1. Committee Meetings

The American Civics committee (Policy) met on Monday, June 8th and reviewed all proposed policy updates for 2026.

6.2. Building and Grounds Committee of the Whole

Agenda items:

- The administration reported that the anticipated Energy Loan from the Nebraska Department of Energy was not secured due to a qualification requirement that was undetermined in the beginning of the application process. A discussion followed regarding alternative funding strategies to meet the project's financial obligations. The administration proposed utilizing the current QCPUF balance as the primary funding source. If necessary, this balance will be supplemented by allocations from the depreciation fund.
- High School Student Council Sponsor, Ms. Cox, presented a proposal for senior parking spots where students could purchase and paint designated spaces for $50, with proceeds going to the Student Council. The program would allow seniors to design and paint their spots with specific rules about content and design, with a lottery system to determine spot assignments. The painting would take place over three days using special exterior water-based paint, and the program would be limited to seniors with approximately 80 available spots across the two parking lots. This project was approved and will move forward as a fundraiser for the HS Student Council.

7. New Business

7.1. 2026 Board Policy Updates First Reading

The Americanism Committee received the policy updates prior to the July meeting as a first read before advancing to the whole Board for first reading. The first reading of proposed policy changes is for the Board to read in the draft version the changes proposed, ask questions, and discuss before approval at the second reading in August.

The proposed Board policy updates come from our legal counsel regarding required policy updates due to state legislation passed in prior sessions. A letter of summary was given to each board member.

There was discussion regarding student exit interviews and the option enrollment waitlist policy.

7.2. Approve 2026-2027 DC West Student-Parent Handbook

The 2026-2027 DC West Student-Parent Handbook was presented for review and approval. Revisions are proposed by building and district administration.

Motion to approve the 2026-2027 DC West Student-Parent Handbook as proposed Passed with a motion by Luke Janke and a second by Kelly Hinrichs.

Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea

Yea: 6, Nay: 0

7.3. 2026-2027 Student Fees Hearing and Approval

Annually, the school board shall hold a public hearing on the proposed student fee policy (5416) to meet the requirements of Law 79-2, 134. School lunch and breakfast meal prices are the only proposed changes for the 2026-27 school year.

Motion to approve the proposed Student Fees per Board Policy 5416 for the 2026-27 school year Passed with a motion by Jamie Jorgensen and a second by Jim Tomanek.

Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea

Yea: 6, Nay: 0

Motion to approve the proposed Student Fees per Board Policy 5416 for the 2026-27 school year Passed with a motion by Jamie Jorgensen and a second by Jim Tomanek.

Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea

Yea: 6, Nay: 0

7.4. Resolution to Increase Base Growth Tax Request Authority for the 2027 Fiscal Year Budget

As discussed in the finance committee, DC West Community Schools Board may increase its base growth tax request authority by 6% with at least seventy percent of the Board of Education voting in favor of the increased request.

This increase request was recommended by the administration to be made this year due to student and staffing needs and budgetary obligations. The Board will likely not need to use the entire 6% authority; the remaining unused authority will be added to future years' calculations.

The reason the administration is recommending approval of this in July is to provide an accurate authority amount for budgeting throughout the summer months. The Board will still approve the entire budget and use of this authority in the September hearing and budget approval.
Motion to approve the Resolution to Increase Base Growth Tax Request Authority for the 2027 Fiscal Year Budget as presented Passed with a motion by Luke Janke and a second by Kelly Hinrichs.
Elizabeth Mayer: Nay, Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Jim Tomanek: Yea
Yea: 5, Nay: 1

8. Adjournment

Motion to adjourn meeting at 7:48pm Passed with a motion by Jim Tomanek and a second by Kelly Hinrichs.
Cole Groteluschen: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Jamie Jorgensen: Yea, Elizabeth Mayer: Yea, Jim Tomanek: Yea
Yea: 6, Nay: 0

Kristi Trost, Board Secretary

Dr. Melissa Poloncic, Superintendent

Project	Funding Source	Owner	Status	Contractor	Cost	Notes
AHU Replacement	QCPUF	Melissa Poloncic & Scott Perrigo	In progress	Fluid Mechanical	$607,250.00	*Notes*
North Gym Entrance Doors Replacement	QCPUF	Melissa Poloncic & Scott Perrigo	Blocked	BilDen Glass	$85,204.00	Waiting as a future project
Exterior Siding Repair (near Science rooms in high school)	Insurance Claim	Melissa Poloncic & Scott Perrigo	Completed			Storm claim
Install additional Vape detectors in restrooms	General	Melissa Poloncic & Scott Perrigo	Completed	Egan Supply	$5,396.00	4 vape detectors & software
Replacment of non LED commons lights in the high school	General	Melissa Poloncic & Scott Perrigo	Blocked			Determined for future project, possible QCPUF
Cement Pad for House Build	Grant	John Brockhaus & Scott Perrigo	Not started			Mr. Brockhaus will complete in the Fall
Blinds or Window Tints in Elementary and areas of HS	General	Melissa Poloncic & Scott Perrigo	Completed	Lifestyle Window Coverings	$13,997.00	*Notes*
High School soft furniture replacement in counseling and commons	General	Melissa Poloncic & Scott Perrigo & Jim Knott	In progress			On order
Weightroom exterior signage repair	Insurance Claim	Melissa Poloncic & Scott Perrigo	Completed			storm claim now being repaired
Areas of seeding and landscape on main campus and plaza of the new athletic complex	General	Melissa Poloncic & Scott Perrigo	In progress			Replacement of dead trees and plantings within one year warranty at the athletic complex
Interior repaint rotation schedule	General	Melissa Poloncic & Scott Perrigo	Completed			most elementary classrooms repainted this summer
Assess rooftop replacements for 2026-2027	QCPUF	Melissa Poloncic & Scott Perrigo	Not started			To do 2026-27
Acquire a bid for the construction of a bus barn with 4 oversized stalls	General	Melissa Poloncic & Scott Perrigo	Blocked			Waiting as a future project. Daubert Construction Bid $118,740
Paint MS/HS Parking Lots	General	Scott Perrigo & Melissa Poloncic	Completed	1-800-Striper	$4,610.00	*Notes*
Assess and acquire replacement bids for Preschool vehicles	Depreciation	Melissa Poloncic	In progress			Board approval 8.10.26
Assess and acquire bid for maintenance truck	General	Scott Perrigo & Melissa Poloncic	Not started			To do 2026-27
HS Staff Bathroom Exhaust	General	Scott Perrigo & Melissa Poloncic	Completed	Fremont Electric and KV Construction	$1,982.00	*Notes*

Community Relations

Annual Report and School Improvement

The Superintendent shall prepare and distribute each year an Annual Report in accordance with Nebraska Department of Education Rule 10. The Annual Report shall be distributed or made available to residents of the School District each year. The report shall include information required by NDE Rule 10 and applicable NDE guidance. The results of the annual report shall be used to plan and make needed changes to improve instruction for all students.

The Superintendent shall further ensure that the School District implements a systematic on-going process that guides planning, implementation, and evaluation and renewal of school improvement activities to meet local and statewide goals and priorities. The school improvement process shall focus on improving student learning and include a periodic review by visiting educators who provide consultation to the local school/community in continued accomplishment of plans and goals. The school improvement process shall further include the following activities at least once within each five years:

A. Review and update of the mission and vision statements.
B. Collection and analysis of data about student performance, demographics, learning climate, and former high school students.
C. Selection of improvement goals. At least one goal is directed toward improving student academic achievement.
D. Development and implementation of an improvement plan which includes procedures, strategies, actions to achieve goals, and an aligned professional development plan.
E. Evaluation of progress toward improvement goals.

The school improvement process shall further include a visitation by a team of external representatives to review progress and provide written recommendations. A copy of the school system's improvement plan and the written recommendations shall be provided to the Nebraska Department of Education, when appropriate. The external team visits shall be conducted at least once each five years.

At least annually, the Superintendent or designee shall provide a computer science and technology education status report to both the Board of Education and Nebraska State Department of Education. The annual report may include information about student progress on the computer science and technology courses and other relevant measures of student progress in the areas of computer science and technology education. To the extent appropriate, computer science education data may be incorporated into the District's Annual Report and considered as part of the District's ongoing school improvement planning process.

Legal Reference: NDE Rule 10.01, 10.5.02, 10.9 and 10.10
Neb. Rev. Stat. § 79-3305

Date of Adoption: August 10, 2026

Community Relations

Bulletin Boards, Display Case, and Posted Material

School bulletin boards, display cases, and posting areas are solely designated for the purposes of conveying information about school activities and programs to students, staff, and the visiting public as deemed appropriate by the Principal or designee.

Upon request, a professional employees' organization, as defined by state law, shall be granted reasonable access to the physical or electronic mailboxes of certificated employees for purposes consistent with state law and Board Policy. The Superintendent or designee may establish reasonable, content-neutral procedures governing the time, place, and manner of such access to ensure that school business is not disrupted and that the District maintains employee privacy. A professional employees' organization shall also be permitted to provide information to certificated employees, including at employee meetings or orientation sessions, subject to reasonable administrative scheduling and oversight.

Legal Reference: Neb. Rev. Stat. Sec. 79-526
LB 429 (2026)

Date of Adoption: August 10, 2026

Business Operations

Purchasing Policies

The Superintendent shall ensure that all purchases are made in the interest of economy and efficiency. Where necessary, standards and procedures shall be established to accomplish the following policies of the Board of Education:

1. Purchases up to $20,000. For the greatest efficiency in expediting purchases, the administration shall be authorized to purchase any item specifically budgeted which has a sale price within the established limit.

2. Purchases from $5,000 up to $90,000. The Superintendent shall request the submission of proposals for purchases which have a sale price within the established limit. The Superintendent shall receive and evaluate all proposals in making a recommendation to the Board of Education for acceptance. The Board of Education may review all proposals submitted relating to the recommended purchase. Since this is a proposal system, not a bidding process, the school district in no way shall be obligated to arbitrarily award the contract to the lowest proposal, but shall reserve the right to reject any and all proposals or to waive any informality in any proposal it deems advisable, and to award to the proposer which, in its opinion, is most desirable.

3. Purchases of $90,000 and above. The Superintendent shall advertise for sealed bids which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders, and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.

4. The purchasing limits or requirements set forth in this policy may be waived in the event of an emergency or time-sensitive purchase where delay would materially disrupt District operations, threaten health or safety, result in the loss of services, or cause financial harm. In such circumstances, the Superintendent shall obtain prior approval from the Board President when reasonably practicable, and the Board of Education may ratify such purchase at a subsequent meeting.

5. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or Superintendent shall be personally liable for payment for the supplies or equipment purchased.

6. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.

7. The District need not comply with the bidding requirements if the District purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bid the purchase of property.

8. Notwithstanding anything to the contrary, no employee may enter into any agreement or understanding on behalf of the District that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board of Education approves such contract or arrangement in advance.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.

2. The Board of Education delegates to the Superintendent or designee: (a) the determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program. The Superintendent shall submit the approved names to the Board, from time to time.

3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use. For purposes of this policy, "goods" shall mean tangible supplies, materials, or equipment, and "services" shall mean professional services, contractual services, subscriptions, software or technology services, maintenance agreements, or other ongoing or time-based services. Purchases of goods shall follow the thresholds and procedures set forth above. Purchases of services may be subject to additional flexibility as set forth below, particularly when continuity of service is required.

4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or designee shall temporarily or permanently suspend said cardholder's purchasing card privileges.

5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Service Contract Renewals

When the Board of Education has previously approved a service, program, or contractual relationship, the Superintendent or designee is authorized to approve the renewal, extension, or continuation of such service without prior Board approval when:

i. The renewal is consistent with the scope, purpose, and general cost structure previously approved by the Board;
ii. The renewal is necessary to avoid an interruption of services or to meet a contractual or service deadline that occurs prior to the next scheduled Board meeting; and
iii. The total cost of the renewal does not materially exceed the previously approved amount or includes only standard or customary increases.

The Superintendent or designee shall report any renewal to the Board of Education at the next regular meeting for review and ratification.

If a proposed renewal includes a material change in scope, pricing, or contractual terms, the renewal shall be submitted to the Board of Education for approval prior to execution whenever reasonably practicable.

Legal Reference: Neb. Rev. Stat. Sec. 13-610
Neb. Rev. Stat. Sec. 49-1401, et seq

Date of Adoption: August 10, 2026

Business Operations

Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

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

- When the annual total for food service program related items is less than $350,000 (simplified acquisition threshold) per procurement event or in aggregate purchases this organization will follow the informal simplified acquisition threshold procedures.
- When the annual total for food service program related items is greater than $350,000 (simplified acquisition threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under $15,000 made with a vendor [2 CFR 200.320(a)].
Prices will be reviewed for reasonableness [2 CFR 200.320(a)].
Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Simplified Acquisition Threshold Procedures

For purchases made below the simplified acquisition threshold, simplified acquisition threshold procedures will be utilized to purchase necessary goods and services. When simplified acquisition threshold procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors.
2. Write specifications for goods and services.
3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. Document supplier who was awarded the quote.
5. Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

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

1. Prepare an Invitation for Bid ("IFB") or Request for Proposal ("RFP") document specifically addressing the items to be procured
    a. Include detailed specifications
    b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
    a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
    a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
    b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
    a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
    b. At least two weeks before program operations begin
    c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the simplified acquisition threshold established in the sponsor's procurement policy statement is less than $350,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(l-7]

B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(d)(2)]

C. Documentation: We shall maintain for the current year and the preceding three years all significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]

D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]

E. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b])

G. General Requirements:

1. Small, minority, veteran-owned, and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
2. Ensure compliance with the Buy American Provision when purchasing food 7 CRF 210.21(d).
3. A cost or price analysis in connection with every procurement action in excess of the simplified acquisition threshold including contract modifications. [2 CFR 200.324(a)]
4. Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]

H. Duties of Food Service Supervisor:

1. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
2. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
3. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer’s markets, etc.
4. Make procurement awards based on the lowest and best vendor’s response as determined by quality, availability, service, and price.
5. Place and confirm orders with vendors or make plans to purchase the required items.
6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
7. To work with vendors on a fair and equal basis.
8. To conduct an in-house procurement review once per year.

Date of Adoption: August 10, 2026

Business Operations

Internal Controls

The District will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Generally: If the District receives federal awards, grants, or other funds, the District will:

1) Establish and maintain effective internal control over the federal award that provides reasonable assurance that the District manages the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. The District will endeavor to develop and align these internal controls consistent with the "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);

2) Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award;

3) Evaluate and monitor the District's compliance with statutes, regulations and the terms and conditions of federal award;

4) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and

5) Take reasonable cybersecurity and other measures to safeguard protected personally identifiable information and other information the federal awarding agency, or pass-through entity, designates as "sensitive" or the District considers sensitive, consistent with applicable federal, state, and local laws regarding privacy and responsibility over confidentiality.

Legal Reference: 2 C.F.R. § 200.303.

Management requirements: The District will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until the District disposes of such equipment. The District will, as a minimum, meet the following requirements:

1) Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
2) Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two (2) years;
3) Implement a control system to ensure safeguards for preventing property loss, damage, or theft;
4) Implement adequate maintenance procedures for the equipment; and
5) Implement sales and disposition procedures for the equipment to ensure the highest possible return.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value of $10,000 or less (per unit) may be retained, sold, or otherwise disposed of in accordance with the Board's Sale and Disposal of Property Policy.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value in excess of $10,000 (per unit), may only be sold or otherwise disposed of in accordance with the provisions of 2 C.F.R. § 200.313(e)(2)-(3).

Legal Reference: 2 C.F.R. §§ 200.313 & 200.303.

Procurement: The District will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable federal law and the requirement standards imposed by law, including:

1) A procedure for micro-purchases (Under $15,000);
2) A procedure for simplified acquisition thresholds (between $15,000 to $350,000);
3) A procedure for sealed bids (over $350,000);
4) A procedure for competitive proposals (with an explanation for why sealed bids were not accepted if over $350,000); and
5) A procedure for noncompetitive bids.

Legal Reference: 2 C.F.R. §§ 200.317 through 200.326.
Cross-Reference: Policies 3130 & 3131.

Contract Terms: All contracts funded (in whole or in part) by federal funds and/or federal awards must contain the following terms or, via this Policy, the following terms are required and incorporated into any such contracts:

1) An assurance that minority business enterprises and labor surplus area firms are used, when possible;
2) An Anti-Lobbying clause for all contracts, including an Anti-Lobbying Certification, for contracts exceeding $100,000;
3) A Suspension and Debarment clause;
4) A provision for termination for cause and for convenience, including the manner by which it will be affected and the basis for settlement;
5) A clause that addresses administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and a provision for sanctions and penalties;
6) For contracts in excess of $150,000, a clause addressing the Clean Air Act and the Federal Water Pollution Control Act;
7) A provision maintaining contract oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders;
8) A provision addressing the District's conflict of interest policies; and
9) A requirement that the contractor maintains records related to the contracted work.

Legal Reference: 2 CFR § 200.319(d); 2 CFR § 200.321; 2 CFR § 200, Appendix II(I); 2 CFR § 200, Appendix II(H); 2 CFR § 200, Appendix II(B); 2 CFR § 200, Appendix II(A); 2 CFR § 200, Appendix II(G); 2 CFR § 200.318(b); 2 CFR § 200.318(c)(1); 2 CFR § 200.318(i); 2 CFR § 200.324(a); 2 CFR § 200.324(b).

Federal Interest Reporting: The District will follow the required federal interest reporting and recording requirements, if applicable, for any real property or improvement interest financed, in whole or in part, with federal funds.

Legal Reference: 2 CFR §§ 200.310-200.313.

Record Retention: Financial records, supporting documents, statistical records, and all other related records pertinent to a federal award will be retained for a period of three (3) years from the date of submission of the final expenditure report or, for federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the federal awarding agency or pass-through entity in the case of a sub-recipient, or as otherwise specified by the federal award or federal law.

For all other records, the District will retain such records for the length of time as required by law.

Legal Reference: 2 C.F.R. § 200.333, 2 C.F.R. § 200.34 & 34 C.F.R. § 81.31.

Suspension and Debarment: The District will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, the District will either: (1) verify that a vendor has not been debarred, suspended or otherwise excluded via SAM.gov, (2) collect a verification from that vendor; or (3) add a clause to the contract with the vendor. The District will maintain a copy of said verification or documentation.

Legal Reference: 2 C.F.R. § 200.213.

Financial Management: The District will maintain financial management systems to account for the federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award. These records will be sufficient to permit the District to prepare reports required by general and program-specific terms and conditions and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award. The financial management system will provide for the following:

1) Identifying all of the federal awards received and expended and the federal programs under which they were received;
2) Ensuring that accurate, current, and complete disclosure of the financial results of each federal award or program are maintained in accordance with reporting requirements;
3) Maintaining records and documentation that sufficiently identify the amount, source, and expenditure of funds for federally funded activities;
4) Ensuring effective controls over accountability and safeguards for all funds, property, and other assets;
5) Comparing actual expenditures with budget amounts for each federal award;
6) Ensuring payments of federal funds are made in accordance with applicable law, including 2 CFR § 200.305; and
7) Determining the allowability of costs in accordance with applicable law and the conditions of the federal award.

Legal Reference: 2 C.F.R. § 200.302.

Program Income: The District will consult with the federal awarding agency and refer to the applicable law and federal program terms and conditions to determine how to account for, deduct and otherwise handle income from federal programs.

Legal Reference: 2 C.F.R. § 200.307.

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 District's cost sharing or matching, when such contributions meet all of the following criteria:

1) Are verifiable from the District'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 the applicable Cost Principles requirements;
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 the law or terms and conditions of the federal award, as applicable.

Legal Reference: 2 C.F.R. § 200.306.

Compensation: Compensation for personal services includes all remuneration for services of employees rendered during the period of performance under the federal award, including, but not limited to wages, salaries, and fringe benefits. Costs of compensation may be allowable under federal law and the federal grant to the extent that they satisfy the following requirements:

1) Is reasonable for the services rendered; and
2) Conforms to the established written expectations of the District, as applied consistently to both federal and non-federal activities.

If the District intends to charge compensation to federal awards, such charges will be based on records that accurately reflect the work performed, and will:

1) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
2) Be incorporated into the official records of the District;
3) Reasonably reflect the total activity for which the employee is compensated by the District, not exceeding 100% of compensated activities;
4) Encompass both federally assisted, and all other activities compensated by the District on an integrated basis, but may include the use of subsidiary records as defined in the District's written procedures;
5) Comply with the established accounting policies and practices of the District; and
6) Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one (1) federal award; a federal award and non-federal award; an indirect cost activity and a direct cost activity; two (2) or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Any leave and/or fringe benefits charged to a federal award must satisfy all criteria set forth in 2 C.F.R. § 200.431(b) and/or (c).

Budget estimates will generally not be used to support charges to federal awards but may be used for interim accounting purposes.

Legal Reference: 2 C.F.R. §§ 200.430 & 200.431.

Federal Funds for Construction Projects: If the District is granted the authority to use federal funds for a construction project, the District will follow the Davis-Bacon and Related Acts, including the payment of "prevailing wages" to those who work on the job site, as well as the contractor bonding requirements.

Legal Reference: 40 U.S.C. § 3141, et seq; 2 C.F.R. § 200.326.

Capitalization and Depreciation: The District will follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E, when charging these specific expenditures to a federal grant. When applicable, District staff will check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, federal, state, or program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those requirements. The following rules of allowability apply to equipment and other capital expenditures:

1) Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the federal awarding agency or pass-through entity.

2) Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of $10,000 or more have the prior written approval of the federal awarding agency or pass-through entity.

3) Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the federal awarding agency or pass-through entity.

4) Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR § 200.436 and 2 CFR § 200.465.

5) When approved as a direct cost by the federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the federal awarding agency.

6) If the District is instructed by the federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.

7) Any depreciation will be computed, charged, and recorded in a manner consistent with federal regulations and any requirements of the federal awarding agency.

Legal Reference: 2 C.F.R. §§200.436 & 200.439.

Conflict of Interest: No District employee, agent, or Board Member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by or with federal funds. A "conflict of interest" includes, but is not limited to, a financial or other interest in or a tangible personal benefit from federal funds that would directly or indirectly benefit either (1) the employee, agent, or board member; (2) any member of their immediate family; or their spouse or partner, or (3) an organization that employs or is about to employ those individuals. District employees, agents, and Board Members may only accept gratuities, favors, or anything of monetary value from federally funded contractors in accordance with the District's Conflict of Interest Policy. Any District employee, agent, or Board Member who knowingly violates these terms may be subject to discipline, up to and including termination of employment and/or referral for possible criminal prosecution.

Legal Reference: 2 C.F.R. §§ 200.112 & 200.318.

Unexpected or Extraordinary Circumstances: For all federal awards, if the District does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, the District may amend or create a policy at a later date in order to put emergency contingencies in place for federal and non-federal similarly situated employees. If the conditions exist for charges to be made to the federal grant, then charges may also be made to any non-federal sources that are used by the District in order to meet a matching requirement. The District will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference: 2 C.F.R. § 200, et seq.

Travel Costs: Travel costs (including transportation, lodging, subsistence, and related items) incurred by an employee who travels on official business for a federal award may only be charged to the federal award on an actual cost basis, a per diem or mileage basis, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. The District will ensure that the method used will be consistent with the method normally allowed in similar circumstances in the District's other travel and Board Policies. Any travel costs charged directly to a federal award must be documented to justify that (1) the individual's participation is necessary for the federal award and (2) the costs are reasonable and consistent with the District's travel costs and expectations. All travel costs must be reasonable and not in excess of what the District typically allows for other travel. All reasonable rates and amounts will be consistent with the rates and amounts established under 5 U.S.C. 5701-11.

Legal Reference: 2 C.F.R. § 200.475

Date of Adoption: August 10, 2026

Business Operations

Procedures—Bidding Construction Projects

The District shall bid every project for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is in excess of one hundred thirty-six thousand dollars ($136,000), or such sum as adjusted pursuant to Section 73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders: The Administration shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders, when the hour is reached for the bids to close.

2. Regular Manner of Advertisement for Bids: The notice to bidders shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board of Education or Administration may, in its sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.

3. Bid Opening: When the hour is reached for such bids to close, bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.

4. Contract Award: The contract shall be awarded to the lowest responsible bidder as to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria determined appropriate by the Board or administration.

5. Performance and Payment Bonds. Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of ten thousand dollars ($10,000) or less unless the School Board or Administration includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the district.

6. Retention of an Architect or Engineer. The School District shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or a person under the direct supervision of an architect, professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed one hundred forty-four thousand dollars ($144,000), as adjusted from time to time by Section 81-3445 or other applicable law.

7. Additional Procedures. Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid unless the School Board or Administration waives such requirement. The Board of Education or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.

Legal Reference: Neb. Rev. Stat. Sec. 52-118; Neb. Rev. Stat. Sec. 73-101 *et seq.;* Neb. Rev. Stat. Sec. 73-106; Neb. Rev. Stat. Sec. 81-3445

Date of Adoption: August 10, 2026

Business Operations

Records Management and Disposition

1. General Standard. Records should generally be organized, managed, retained and disposed of in accordance with law and the Secretary of State's schedules for retention and disposition of public records.

2. Records Officer. The Superintendent is hereby designated as the records officer of the school district for purposes of this policy. Any questions about the type or category of a record or the required retention period for it should be addressed to the records officer.

3. Electronic Records, Messages, and Data. District records may be created, stored, and maintained in paper or electronic format. Electronic records may include, but are not limited to, (a) email and other electronic communications; (b) digital documents and databases; (c) audio and video recordings; and (d) cloud-based and third-party hosted data. Electronic communications, documentation, and data are District records when they relate to District business and will be retained in accordance with the applicable record retention schedules. Due to system storage limitations, certain categories of electronic data (such as surveillance video or system logs) may be retained for shorter periods than other records, unless required to be preserved by law or otherwise determined by the Superintendent or designee. The District will implement reasonable measures to ensure that electronic records remain accessible, retrievable, and secure for the duration of their required retention period. Employees are responsible for retaining records within their control when they are aware, or reasonably should be aware, that such records may be subject to a records request, audit, investigation, or possible litigation.

4. Litigation Holds. When litigation against the District or its employees is filed or threatened, the District will take all reasonable action to preserve all documents and records that pertain to the issue.

   As soon as the District is made aware of pending or threatened litigation, a litigation hold directive will be issued by the records officer or designee. The directive will be given to all persons suspected of having records that may pertain to the litigation issue. Employees who receive notice of a litigation hold are to preserve all records that pertain to the litigation issue. This includes preserving electronic messages that would otherwise be deleted by the computer system; such messages are to be converted by the recipients of the litigation hold to hard copy (printed) or electronic format which can be retrieved and interpreted (downloaded) for the duration of the litigation hold.

   The litigation hold directive overrides any records retention schedule that may otherwise call for the disposition or destruction of the records until the litigation hold has been lifted.

No employee who has been notified of a litigation hold may alter or delete an electronic or other record that falls within the scope of the hold. Violation of the litigation hold may subject the employee to disciplinary actions, up to and including dismissal, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

5. Settlement Agreements. A public written or electronic record of all settled claims shall be maintained.

The record for all such claims settled in the amount of fifty thousand dollars or more (or one percent of the total annual budget of the School District, whichever is less) shall include a written executed settlement agreement. The settlement agreement shall contain a brief description of the claim, the party or parties released under the settlement, and the amount of the financial compensation, if any, paid by or to the School District or on its behalf. Any such settlement agreement shall be included as an agenda item on the next regularly scheduled public meeting of the School Board for informational purposes or for approval, if required.

Any such settled claim or settlement agreement shall be a public record. Nonetheless, specific portions of the record may be withheld from the public to the extent permitted or provided by statute.

Legal Reference: Neb. Rev. Stat. Sections 84-712 through 84-712.09
Neb. Rev. Stat. Sections 84-1201 to 84-1227
State Records Administrator Guidelines:
Schedule 10: Records of Local School Districts
Schedule 24: Local Agencies General Records

Date of Adoption: August 10, 2026

Students

Full-time and Part-time Enrollment

Full-time Enrollment

Students must be enrolled in DC West Community Schools on a full-time basis. Full-time basis is defined as attending classes for the full instructional day within the public school system.

Exceptions are permitted only for:

1. enrolled students attending another state accredited institution such as a vocational-technical school or a college or university for school credit;
2. enrolled students taking the limited number of credits needed to graduate in the school year;
3. enrolled students in need of modified school attendance as an accommodation for a disability or similar unique circumstance;
4. enrolled students receiving special education services where the student's IEP requires a modified schedule, or non-enrolled students receiving special education services or other legally mandated services required to be provided to eligible resident children under state and federal laws and regulations;
5. students from other school districts participating in programs offered by the District pursuant to an interlocal agreement or other arrangement approved by the School Board; and
6. non-public school students in accordance with the policies and procedures set forth in this policy.

Part-Time Enrollment of Non-Public School Students

The School Board shall allow the part-time enrollment of students who are residents of the school district, or admitted to the District pursuant to state law, and who are also enrolled in a private, denominational, or parochial school or in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements. Such students are referred to herein as "non-public school students."

The School Board establishes the following guiding principles for enrollment of non-public school students:

(1) The primary school for a non-public school student is the student's private, denominational, parochial or home school.
(2) Enrollment of a non-public school student in DC West Community Schools is allowed for the purpose of providing enhanced educational opportunities not otherwise available to the non-public school student. It is not to supplant programming of the student's primary school.
(3) Non-public school students are not to be given priority over full-time students.
(4) Non-public school students are to be enrolled only in programs or courses that are educationally appropriate for the student.
(5) Enrollment of non-public school students is not to negatively affect the educational

services to be provided to full-time students.

The School Board establishes the following specific policies and procedures for enrollment of non-public school students. In the event the specific policies and procedures require interpretation or do not fully resolve an issue, the above established guiding principles are to be considered.

A. Non-Public School Student Enrollment Application Procedures.

1. Application. Parent or guardian must submit an Application of Non-Public School Student for Part-Time Enrollment to the principal of the school the student desires to attend.

2. Deadline for Applications. The application must be received by August 1st preceding the school year the student wishes to enroll.

   a. Change of Residence Exception: The application deadline for a student who becomes a resident of the District after the school year has commenced is: 20 calendar days after the student becomes a resident of the District. The principal may delay enrollment until the next following quarter or semester starts, or at such other time as determined to be educationally appropriate.
   b. High School Course Exception: The application deadline for a student who desires to enroll in a second semester high school course is December 1st.

3. Action on Applications. The principal will review the application and will notify the parent of the approval or denial of the application within 2 weeks of receipt of the application or 2 weeks prior to the start of school or 2 weeks prior to the start of the next semester, whichever is later.

4. Appeals. The parent or guardian may appeal the principal's action to deny their application. Any such appeal must be submitted to the Superintendent within 14 calendar days from the date of the principal's action. The appeal shall be in writing and shall be decided on the basis of the written submission. The Superintendent may request the parent or guardian to provide further explanation or information and the appeal may be denied in the event the parent or guardian fails to fully respond on a timely basis. The Superintendent shall decide the appeal within 10 calendar days of the submission of the appeal. The Superintendent may make a decision later than the 10 days in the event good reason for delay exists. Good reason includes but is not limited to the Superintendent being unable to gather the information the Superintendent determines necessary to make the decision within the decision period.

5. Annual Applications. Part-time enrollment is determined annually. Application must be made each school year. There will be no guarantee that enrollment will be continued from one year to the next.

B. Non-Public School Student Admission

1. Admission Requirements. Students must meet the normal admission requirements. This includes the requirements that the student: be a resident of the District, be of school attendance age and not have graduated or have received a GED.

2. Admission Process. Students must complete the normal enrollment process and forms required by the District and/or the building for enrollment of all children. This includes the requirements relating to: birth certificates, immunizations, physical examinations, and visual evaluations.

C. Non-Public School Student Enrollment Standards

1. Maximum Enrollment. Subject to Paragraph D.9. of this Policy, students may not typically enroll in more than 2 middle school or high school courses during any one semester. Elementary students may not enroll in programming of greater than 90 minutes of instruction each day.

2. Capacity Limits. Enrollment will ordinarily be subject to capacity limits. Any grade level, program, or course which has been determined to be at capacity for option enrollment purposes will ordinarily not be available for non-public school students.

3. Integrated Courses. Students must meet prerequisite requirements to be enrolled in a course by appropriate credits earned through an accredited program. The principal may on a discretionary basis allow prerequisite requirements to be satisfied where the student provides reasonable indications that the academic criteria have been met, such as results from achievement tests or other indications of adequate preparation.

4. Educationally Appropriate Programs and Courses. Students will not be allowed to enroll in programs or courses which the school administration determines to not be educationally appropriate for the student. Determination of whether a program or course is educationally appropriate will be made based on the standards the District uses for making academic placement decisions.

5. Selection of Courses. Subject to Paragraphs 1 through 4 of this Paragraph C, and all other applicable provisions of this Policy, non-public school students may select their courses.

D. Non-Public School Student Policies

1. General Standard. Non-public school students who are enrolled part-time are to be subject to the same standards as full-time enrolled students except where appropriate to reflect their part-time status.

2. Building assignment. Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves the authority to make a different attendance center assignment. A student may request assignment to an attendance center other than that of the student's residence under the intra-district transfer procedures.

3. No Partial Part-Time Enrollment. Students must apply for enrollment and attend the entire school year for which enrollment is made or, for high school courses, for the full length of the course. Once enrolled, part-time students will be required to participate in all activities, programs, and tests related to the program or course for which the student is enrolled.

4. Student Conduct Policies. Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students at any time the part-time student is present on school grounds or at a school-sponsored activity or athletic event. This includes the District's student conduct policies. Students enrolled on a part-time basis shall be subject to discipline, including suspension or expulsion, for violation of student conduct rules.

5. Attendance. Students enrolled on a part-time basis are not exempt from the compulsory attendance laws or from the District's attendance policies. Students who engage in excessive absenteeism as defined in Board policy are to be reported under the truancy laws.

6. Presence on School Grounds. Students enrolled on a part-time basis are to be present on school grounds during the school day only at the times required for their attendance in the program or course in which they are enrolled. Exceptions may be made in the discretion of the principal or the principal's designee. Students must sign in and out of the school by following the building level procedure. Students are responsible for being aware of any changes in the school schedule during inclement weather or for other reasons.

7. Transportation. Students enrolled on a part-time basis are not entitled to transportation or transportation reimbursement, unless otherwise required by law. Full-time students will be given first consideration for parking on the high school campus.

8. Academic Honors. Students enrolled on a part-time basis will not be eligible to graduate or receive a diploma from the District or receive academic honors (for example, class rank and honor roll) except to the extent the student meets all requirements of the District's policies for such, including attainment of minimum credits and semesters of attendance.

9. Extracurricular Activities. Any student who is a resident of the District and who is enrolled in a school which elects pursuant to section 79-1601 not to meet accreditation or approval requirements may participate in any of the District's extracurricular activity programs to the same extent and subject to the same requirements, conditions, and procedures as a full-time student in the District. Non-resident students may only be admitted on a part-time basis or permitted to participate in a school-sponsored extracurricular activity when required by law. The District's Activities Director will coordinate with the student's parent or guardian to secure assurances of compliance with these expectations. There shall be no preference given to any student participating in any extracurricular activity based off their status as a full-time or part-time student. Part-time students will be expected to comply with the same or similar expectations as full-time students to participate in any activity, including team rules. Participation in activities that are subject to the bylaws of the Nebraska School Activities Association (NSAA) will be limited to those students who meet the NSAA bylaws.

   Part-time students participating in extracurricular activities shall meet the following enrollment requirements, consistent with state law:

   (a) For activities regulated by an athletics or activities association (including the Nebraska School Activities Association), the student shall be enrolled in five credit hours offered by the District during each semester of participation. The student may elect to enroll in more than five credit hours.

   (b) For activities governed by a national or state organization other than the NSAA, the student shall be enrolled in the minimum number of credit hours required by such organization. The student may elect to enroll in more than five credit hours.

   (c) For activities not governed by the NSAA or a national or state organization, the student must enroll in at least five credit hours or the equivalent for middle school students.

Legal Reference: Neb. Rev. Stat. Sec. 79-215, 79-2,136 & 79-526
Title 92, Nebraska Administrative Code, Chapter 10

Date of Adoption: August 10, 2026

Students

Student Residence, Admission and Contracting for Educational Services

Students shall be admitted to the School District, upon request and without charge, who are:

1. Residents of the School District for purposes of school enrollment. A student is a resident of the School District if the student resides in the School District or at least one of the student's parents resides in the School District;

2. Homeless students. The following definition shall be used to determine which students fit this category:

   A homeless individual is one who (1) lacks a fixed, regular, and adequate nighttime residence and (2) has a primary nighttime residence in a supervised publicly or privately operated shelter designed to provide for temporary accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill), an institution providing temporary residence for individuals intended to be institutionalized, or a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings. The term "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained by an Act of Congress or State law;

3. Approved for option enrollment into the School District; or

4. Are otherwise legally entitled to enroll in the School District.

Students may be admitted to the School District, or continue in enrollment, where:

1. The student is not a resident of the School District and is a resident of Nebraska. Such enrollment shall be pursuant to a contract between the Boards of Education of the School District and the school district in which the student is a resident and upon the collection of tuition pursuant to such contract. The amount of tuition shall be no less than the average cost per pupil as determined by the previous year's financial report.

2. The student is not a resident of the School District and is a resident of another State. Such enrollment shall be subject to collection of tuition in advance at a rate determined by the School Board. The amount of tuition shall be no less than the average cost per pupil as determined by the previous year's financial report.

3. The student is participating in an approved Foreign Exchange Program.

4. The student is a child of a member of the military on active duty and residing on certain property ceded to the United States and stationed in, near or adjacent to the School District, and children of employees of the federal government residing in Nebraska on national parks or national monuments within the State in, near or adjacent to the School District. Such discretionary admission shall be without charge for tuition.

5. The student's residency in the School District ceases during the school year. In such case, the student may be allowed to continue attending the School District for the remainder of that school year.

A child who is a ward of the state or court and (1) has been placed in the School District but had resided in a different school district at the time the child became a ward and does not reside in a foster family home, or (2) has been placed in an institution which maintains a State-approved special education program, may be enrolled in the School District to the extent required by law. In such event, costs of education and transportation are to be paid by the State, but not in advance. The child remains a resident of the school district in which the child resided at the time the child became a ward.

A child who is a ward of the state or court who resides in the School District in a foster family home licensed or approved by the Department of Health and Human Services ("Department") or a foster home maintained or used by the Department, remains a resident of the school district in which the child resided at the time the child became a foster child. This is subject to a determination being made in accordance with the Foster Care Review Act that the child will not attend such school district. If such a determination is made, the child is deemed to be a resident of the School District and will be admitted as a resident student.

A child who is not a ward of the state or court and who is residing in a residential setting in the School District for reasons other than to receive an education is subject to the following: First, if the residential setting does not maintain an interim-program school, the School District will provide the educational services to the child pursuant to a contract with the school district in which the child resided immediately prior to such placement, as and to the extent required by law. This is subject to the parent or guardian and such other school district agreeing to have such other school district provide the educational services. Second, if the residential setting does maintain an interim-program school, the child's educational services will be provided by the interim-program school without the School District's involvement. However, the School District may provide educational services to the child pursuant to a contract with the school district in which the child resided immediately prior to such placement.

All admissions are subject to the condition that admission requirements other than residency be satisfied to the extent required by law and that the School District is legally responsible for or authorized to admit the child or provide educational services to the child.

Restrictions on Transfer or Disenrollment During Certain Investigations

Notwithstanding any other provision of this policy, upon receipt of notice from the Department of Health and Human Services that a student is the subject of a report of child abuse or neglect involving the student's parent or guardian, the District shall not process or facilitate any request by such parent or guardian to transfer or disenroll the student for a period of 14 days following the District's receipt of the notice, or until the District receives further direction from DHHS, whichever occurs first. If the District receives a request to transfer or disenroll the student during this period by the parent or guardian, the District will promptly notify DHHS.

Legal Reference: Neb. Rev. Stat. Sec. 79-215 (residency and admission)
Neb. Rev. Stat. Sec. 79-215 (children of military or federal employee parent)
Neb. Rev. Stat. Sections 79-232 to 79-246 (option enrollment)
42 U.S.C. § 11431 et. seq. (McKinney–Vento Homeless Assistance Act)
NDE Rule 19
LB 937 (2026)

Date of Adoption: August 10, 2026

Students

Option Enrollment

A. Process and Timelines to Option In

For a student to attend DC West Community Schools as an option enrollment student, the student's parent or legal guardian must submit an application to the Board of Education of the DC West Community School District between September 1 and March 15 for enrollment in the following and subsequent school year (the "application period") unless otherwise permitted by law.

B. Standards for Acceptance or Rejection of Option Students

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 generally be determined based upon available staff, facilities, projected enrollment of resident students, projected number of students with which the option school district will contract based on existing contractual arrangements, and other factors the Board deems relevant to the school's operations and education provided to students. Such determinations may be made in the form of an Appendix "1" to this Policy. The Board's adoption of a resolution does not preclude the Board from adopting a subsequent resolution with specific capacity standards partially or wholly different from its previous resolution(s). Individuals seeking information about the numeric capacity set by the Board may contact the superintendent for a copy of that resolution.

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 numeric capacity set by the board may contact the superintendent for a copy of that resolution.

Special Education Capacity: The Director of Special Education shall review on a case-by-case basis all option applications for students that would receive or could be eligible to receive special education or related services. If the Director or designee determines that the District does not have the capacity to provide the student with the appropriate services and accommodations, then the Director or designee shall send a denial notice to the parent(s) or guardian(s) and include a description of services and accommodations that the District does not have the capacity to provide.

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 be required to accept an option student when acceptance of the student:

1. 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 the student;
2. Would require the procurement of new equipment, technology, or furnishings;

3. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
4. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
5. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

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

Order of Acceptance. Priority shall be accorded in the following order: (1) first, to those applications required to be given priority by law, (2) second, to students of staff members, (3) third to those without an option student sibling in attendance at DC West Community Schools, with priority within this group to those who had earliest filed applications. Filing date determinations are made by the Superintendent, or the Superintendent's designee. In the event applications within a group are received at the same or substantially the same time, priority as between such same-date applications shall be determined on the basis of random drawing.

Siblings. Notwithstanding anything to the contrary in this policy, the application of a sibling of a student who currently attends the District will be automatically accepted. For purposes of this policy, a "sibling" means a child residing in the same household on a permanent basis who has the same mother or father or who are stepbrother or stepsister to each other. The Superintendent or designee has the discretion to waive the deadline for a sibling's application received after the deadline.

C. False or Misleading Option Applications.

If prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.

D. Releases for Options Out

A request for release of a resident student or option student currently attending DC West Community School District who submits an enrollment option application after March 15 or any other statutory deadline will be granted unless the release shall not be granted if the administration is considering or has recommended expulsion of the student at the time the application is filed, and the administration determines it is appropriate to complete the expulsion process.

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

E. Notification of Acceptance or Rejection

The Superintendent or the Superintendent's designee is hereby authorized to apply this

Policy and determine, on behalf of the Board, whether an option application will be accepted or rejected. The Superintendent or designee shall notify, in writing, the parent or legal guardian of the student-applicant and the student-applicant's resident school district or, if the student is an option student attending a different district, that option district whether the application is accepted or rejected on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.

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

F. Applications Subsequent to Relocations

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

1. the student relocated to a different resident school district after February 1, or
2. the resident student relocates in a different school district but wants to continue attending his or her original resident school district and has been enrolled in the original school district for the immediately preceding two years shall be automatically accepted and the deadlines for application are not applicable.

G. Wait Lists and Application Process for Newly Available Option Enrollment Slots After April 1

The district will follow the following procedures when any option enrollment slots open or become newly available after June 1 and up through the day prior to the start of the next upcoming school year. Such option enrollment slots which become newly available shall first be filled from the wait list in order.

1. The District will communicate with the parent or legal guardian of the first student on the wait list about the newly available option enrollment slot and whether the parent or legal guardian desires to accept it. If the parent or legal guardian does not accept it, then the district shall similarly communicate with the parents or legal guardians of the next students on the wait list in order, until the newly available option enrollment slot is filled or the wait list is exhausted.
2. When a parent or legal guardian accepts the available option enrollment slot, they have four business days to obtain and provide to the district. Release approval from the resident school district on the application form. When the release approval is provided to the district, the district shall immediately notify in writing that the application is accepted.
3. All wait lists shall become null and void once the school year

begins.

H. Status of Option Student

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

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

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

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

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

J. Late Applications and Requests for Release

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 15th under the following conditions:

1. When the district has already entered into contracts with teaching staff for the following school year;
2. When the district has already contracted for the performance of specific services for the student;
3. When the release of the student would have a negative financial impact or loss of revenue for the district.

The Board of Education may approve late applications to option into the district under the following conditions:

1. When the resident district has released a student;
2. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy.

K. Cancellation of Option

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

1. 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.
2. 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 of 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.

L. 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.

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

Date of Adoption: August 10, 2026

Students

Student Attendance

Attendance Policy and Excessive Absenteeism

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The District will maintain an accurate record of student attendance.

A. **Attendance and Absences**.

1. Circumstances of Absences – Definitions. The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, typically require advance approval.

   a. School Excused. Any of the following circumstances that lead to an absence will be identified as a School Excused absence, provided the required attendance procedures have been followed:

      (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent may be required to provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness (including physical or mental illness), court, death of a family member, or suspension.

      (2) Other absences as determined by the principal or the principal's designee.

   b. Not School Excused. Absences that are not school excused may result in a report to the county attorney and may be classified as follows:

      (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes vacations or other events that do not meet the criteria for a School Excused absence.

      (2) Other absences are those in which the parent has not communicated a reason for the student's absence.

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.

3. Mandatory Ages of Attendance. A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

   Exceptions for Younger Students. Attendance is not mandatory for a child who has reached 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

   Exceptions for Older Students. Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

   Early Withdrawal for Students Enrolled in Accredited or Approved Schools. A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

   Exit Interview. The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in [Name] Public Schools or resides in the [Name] Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- an illness of the child making attendance impossible or impracticable.

The Superintendent or Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child or may rescind the written request for the withdrawal.

Withdrawal Form. Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and
- the Superintendent or Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools). A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

4. Reporting and Responding to Excessive Absenteeism. Any District staff member or board member who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the Superintendent or Superintendent's designee to be the attendance officer. The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend school.

5. Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter which are Not School Excused shall be deemed to have "excessive absences." Such absences shall be determined on a per day (or hourly equivalent) basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, school officials will have verbal or written communication with the person or persons who have legal or actual charge or control of any child.

When a student continues thereafter to have absences of at least twenty days which are Not School Excused, one or more meetings will be held between the school, the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall include, if agreed to by the person who is responsible for making educational decisions on behalf of the child, an educational evaluation to determine whether any intellectual, academic, physical, or social-emotional barriers are contributing factors to the lack of attendance. The plan shall also consider, but not be limited to:

(a) The physical, mental, or behavioral health of the child.
(b) Educational counseling;
(c) Referral to community agencies for economic services;
(d) Family or individual counseling; and
(e) Assisting the family in working with other community services.

If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child's attendance records.

6. Reporting Excessive Absenteeism to the County Attorney.

The school may report to the county attorney of the county in which the person having control of the student resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) unexcused absences per school year. The school shall notify the child's family in writing prior to making the referral to the county attorney. Absences due to illness, including physical or mental illness, that make attendance impossible or impracticable, and that are documented by a credentialed health professional, shall not be the basis for referral to the county attorney. In cases of chronic illness, such documentation will be reviewed each semester.

Legal Reference: Neb. Rev. Stat. Sections 79-201 and 79-209

Date of Adoption: August 10, 2026

Students

Student Discipline

A. Development of Uniform Discipline System. It shall be the responsibility of the Superintendent to develop and maintain a system of uniform discipline. The discipline which may be imposed includes actions which are determined to be reasonably necessary to aid the student, to further school purposes, or to prevent interference with the educational process, such as (without limitation) counseling and warning students, parent contacts and parent conferences, 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 upon written consent of the parent or guardian, or in-school suspension. The discipline may also include out-of-school suspension (short-term or long-term) and expulsion.

1. Short-Term Suspension: Students may be excluded by the Principal or the Principal's designee from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

   a. Conduct that constitutes grounds for expulsion, whether the conduct occurs on or off school grounds; or
   b. Other violations of rules and standards of behavior adopted by the Board of Education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

   a. The Principal or the Principal's designee will make a reasonable investigation of the facts and circumstances. A short-term suspension will be made upon a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
   b. Prior to commencement of the short-term suspension, the student will be given oral and written notice of the charges against the student. The student will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and be afforded an opportunity to explain the student's version of the facts.
   c. Within 24 hours or such additional time as is reasonably necessary, not to exceed an additional 48 hours, following the suspension, the Principal or administrator will send a written statement to the student and the student's parent or guardian describing (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address

the behavior moving forward, including strategies to maximize the student's continued participation in school..

d. An opportunity will be given to the student, and the student's parent or guardian, to have a conference with the Principal or administrator ordering the short-term suspension before or at the time the student returns to school. The Principal or administrator shall determine who in addition to the parent or guardian is to attend the conference. The Principal shall document their attempt to make a reasonable effort to hold a conference with the parent or guardian.

e. A student who is on a short-term suspension shall not be permitted to be on school grounds without the express permission of the Principal.

2. Long-Term Suspension: A long-term suspension means an exclusion from school and any school functions for a period of more than five school days but less then twenty school days. A student who is on a long-term suspension shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends a long-term suspension. The notice will include a description of (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school..

3. Expulsion:

a. 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. A student who has been expelled shall not be permitted to be on school grounds without the express permission of the Principal. A notice will be given to the student and the parents/guardian when the Principal recommends an expulsion. The notice will include a description of: (i) the student's conduct, misconduct, or violation of the rule or standard; (ii) the reasons for the action taken; (iii) the actions taken by the school to attempt to address or alleviate the behavior prior to suspension; (iv) resources the school is able to provide or recommend to assist the student; and (v) how

the school plans to address the behavior moving forward, including strategies to maximize the student's continued participation in school..

b. Suspensions Pending Hearing. 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. 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. During this period, the student will not be required to attend the alternative programs for expelled students in order to complete classwork or homework.

c. 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 in accordance with law.

d. Alternative Education: Students who are expelled may be offered an alternative education program that will enable the student to continue academic work for credit toward graduation. A student will not be required to attend the alternative education program in order to complete classwork and homework. In the event an alternative education program is not provided, a conference will be held with the parent, student, the Principal or another school representative assigned by the Principal, and a representative of a community organization that assists young people or that is involved with juvenile justice to develop a plan for the student in accordance with law.

e. Suspension of Enforcement of an Expulsion: Enforcement of an expulsion action may be suspended for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect. As a condition of such suspended action, the student and parents will be required to sign a discipline agreement.

f. Students Subject to Juvenile or Court Probation. Prior to the readmission to school of any student who is less than nineteen years of age and who is subject to the supervision of a juvenile probation officer or an adult probation officer pursuant to the order of the District Court, County Court, or Juvenile Court, who chooses to meet conditions of probation by attending school, and who has previously been expelled from school, the Principal or the Principal's designee shall meet with the student's probation officer and assist in developing conditions of probation that will provide specific

guidelines for behavior and consequences for misbehavior at school (including conduct on school grounds and conduct during an educational function or event off school grounds) as well as educational objectives that must be achieved. If the guidelines, consequences, and objectives provided by the Principal or the Principal's designee are agreed to by the probation officer and the student, and the court permits the student to return to school under the agreed-to conditions, the student may be permitted to return to school. The student may, with proper consent, upon such return, be evaluated by the school for possible disabilities and may be referred for evaluation for possible placement in a special education program. The student may be expelled or otherwise disciplined for subsequent conduct as provided in Board policy and state statute.

g. Returning from Expulsion. At the conclusion of an expulsion, the 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.

h. Exception for Pre-Kindergarten through Second Grade Students. Notwithstanding the foregoing, a pre-kindergarten through second grade student shall not be suspended unless the student (1) brings a deadly weapon to school grounds, a school vehicle, or a school activity, or (2) engages in violent behavior capable of causing physical harm to another student or school employee. In all other circumstances, the Principal or designee shall implement appropriate alternative disciplinary measures on a case-by-case basis. A student who brings a deadly weapon may be expelled in accordance with this Policy's disciplinary procedures.

i. Religious Freedom. The District will not substantially burden a student's right to religious exercise unless the student's religious exercise is disruptive to the school environment, not permitted by staff, may pose a safety risk, or would otherwise interfere with the school day.

4. Emergency Exclusion: A student may be excluded from school in the following circumstances:

   a. If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or
   b. If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers described above.

If the emergency exclusion will be for five school days or less, the procedures for a short-term suspension shall be followed. If the Superintendent or his or her designee determines that an emergency exclusion shall extend beyond five days, a hearing may be held, upon a parent's timely request, and a final determination made within ten school days after the initial date of exclusion. Such procedures shall substantially comply with the procedures set forth in this policy for a long-term suspension or expulsion, and be modified only to the extent necessary to accomplish the hearing and determination within this shorter time period.

5. Other Forms of Student Discipline: Administrative and teaching personnel may also take actions regarding student behavior, other than removal of students from school, which are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but are not limited to, counseling of students, parent conferences, 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 to such counseling or evaluation. The actions may also include in-school suspensions. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures. A failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school.

B. Student Conduct Expectations. Students are not to engage in conduct which causes or which creates a reasonable likelihood that it will cause a substantial disruption in or material interference with any school function, activity or purpose or interfere with the health, safety, well being or rights of other students, staff or visitors.

C. Grounds for Short-Term Suspension, Long-Term Suspension, Expulsion or Mandatory Reassignment. The following conduct has been determined by the Board of Education to have the potential to seriously affect the health, safety or welfare of students, staff and other persons or to otherwise seriously interfere with the educational process. Such conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, and any other lesser forms of discipline. The conduct is subject to the consequence of long-term suspension, expulsion, or mandatory reassignment where it occurs on school grounds, in a vehicle owned, leased, or contracted by the school and being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or an employee's designee, or at a school-sponsored activity or athletic event. Mandatory reassignment shall be subject to the same procedural requirements and protections as long-term suspension and expulsion.

1. Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
2. Use of violence, force, coercion, threat, intimidation, harassment, or similar conduct in a manner that constitutes a substantial interference with school purposes

or making any communication that a reasonable recipient would interpret as a serious expression of an intent to harm or cause injury to another.

3. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, repeated damage or theft involving property, or setting or attempting to set a fire of any magnitude.
4. Causing or attempting to cause personal injury to any person, including any school employee, school volunteer, or 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.
5. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student or making a threat which causes or may be expected to cause a disruption to school operations.
6. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon or that has the appearance of a weapon or bringing or possessing any explosive device, including fireworks.
7. Engaging in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substance, or an inhalant; being under the influence of any of the above; possession of drug paraphernalia, or the selling, using, possessing, or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be alcohol, narcotics, drugs, a controlled substance or inhalant. Tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (such as e-cigarettes), electronic nicotine delivery systems, alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. Use of a controlled substance in the manner prescribed for the student by the student's physician is not a violation. The term "under the influence" 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 or illegal substances 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.
8. Public indecency or sexual conduct. This includes "deep fakes" or other computer-generated images of other students or staff intended to bully, harass, intimidate, or humiliate another student or staff member.
9. Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events.
10. Sexually assaulting or attempting to sexually assault any person. This conduct may result in an expulsion regardless of the time or location of the offense if a complaint alleging such conduct is filed in a court of competent jurisdiction.
11. Engaging in any activity forbidden by law which constitutes a danger to other students or interferes with school purposes. This conduct may result in an expulsion regardless of the time or location of the offense if the conduct creates or had the potential to create a substantial interference with school purposes, such as the use of the telephone or internet off-school grounds to threaten.

12. A repeated violation of any rules established by the school district or school officials if such violations constitute a substantial interference with school purposes, including (but not limited to) a violation of the District's dress code and electronic communication device rules.
13. Truancy or failure to attend assigned classes or assigned activities; or tardiness to school, assigned classes or assigned activities.
14. 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, disability, national origin, or religion.
15. Willfully violating the behavioral expectations for riding school buses or vehicles.

A student who engages in the following conduct shall be expelled for the remainder of the school year in which it took effect if the misconduct occurs during the first semester, and if the expulsion for such conduct takes place during the second semester, the expulsion shall remain in effect for the first semester of the following school year, with the condition that such action may be modified or terminated by the school district during the expulsion period on such terms as the administration may establish:

a. The knowing and intentional use of force in causing or attempting to cause personal injury to a school employee, school volunteer, or student, except if caused by accident, self-defense, or on the reasonable belief that the force used was necessary to protect some other person and the extent of force used was reasonably believed to be necessary, or
b. The knowing and intentional possession, use, or transmission of a dangerous weapon other than a firearm.

Knowingly and intentionally possessing, using, or transmitting a firearm on school grounds, in a school-owned or utilized vehicle, or during an educational function or event off school grounds, or at a school-sponsored activity or athletic event. This conduct shall result in an expulsion for one calendar year. "Firearm" means a firearm as defined in 18 U.S.C. 921, as that statute existed on January 1, 1995. That statute includes the following statement: "The term 'firearm' means (a) 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; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device." The Superintendent may modify such one year expulsion requirement on a case-by-case basis, provided that such modification is in writing. Bringing a firearm or other dangerous weapon to school for any reason is discouraged; however, a student will not be subject to disciplinary action if the item is brought or possessed under the following conditions:

a. Prior written permission to bring the firearm or other dangerous weapon to school is obtained from the student's teacher, building administrator and parent.
b. The purpose of having the firearm or other dangerous weapon in school is for a legitimate educational function.

For purposes of this policy, the term "dangerous weapon" includes any personal safety or security device (such as tasers, mace and pepper spray). If a student desires to carry or possess a personal safety or security device, the student must obtain prior approval from the building principal before bringing such device on school grounds. If a student obtains prior approval from the building principal, the student must store the device during the school day in the student's locker, in the main office or in another secure location designated by the building principal. A student shall not carry a personal safety or security device during the school day.

D. Additional Student Conduct Expectations and Grounds for Discipline. The following additional student conduct expectations are established. Failure to comply with such rules is grounds for disciplinary action. When such conduct 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, the conduct is grounds for long-term suspension, expulsion or mandatory reassignment.

1. Student Appearance: Students are expected to dress in a way that is appropriate for the school setting. Students should not dress in a manner that is reasonably forecasted to interfere with the learning environment or teaching process in our school. Following is a list of examples of attire that will not be considered appropriate, such list is not exclusive and other forms of attire deemed inappropriate by the administration may be deemed inappropriate for the school setting:
   a. Clothing that shows an inappropriate amount of bare skin or underwear or clothing that is too tight, revealing or baggy, or tops and bottoms that do not overlap or any material that is sheer or lightweight enough to be seen through, or otherwise of an appropriate size and fit so as to be revealing or drag on the ground.
   b. Clothing or jewelry that advertises or promotes beer, alcohol, tobacco, or illegal drugs.
   c. Clothing or jewelry that could be used as a weapon (chains, spiked apparel) or that would encourage "horse-play" or that would damage property (e.g. cleats).
   d. Head wear including hats, caps, bandannas, and scarves.
   e. Clothing or jewelry which exhibits nudity, makes sexual references or carries lewd, indecent, or vulgar double meaning.
   f. Clothing or jewelry that is gang related

   A student who is a member of an indigenous tribe of the United States or another country may wear tribal regalia in any location where the student is authorized to be on such school grounds or at any school function, as long as the tribal regalia does not interfere with the educational process and does not endanger another person, as determined by the administration. Further, students will also be permitted to wear attire, including religious attire, natural and protective hairstyles, adornments or other characteristics associated with race, national origin, or religion, as long as the attire does not interfere with the educational process and does not endanger another person, as determined by the administration.

No student shall be disproportionately affected by a dress code or grooming policy enforcement because of the student's gender, race, color, religion, disability, or national origin.

No school staff shall permanently or temporarily alter or cut a student's hair.

The final decision regarding attire and grooming will be made by the Principal or Superintendent. In the event a student is uncertain as to whether a particular item or method of grooming is consistent with the school's guidelines, the student should contact the Principal for approval, and may also review such additional posting of prohibited items or grooming which may be available in the Principal's office.

A student dress code violation will be treated as a minor rule violation and may not require the student to miss substantial classroom time, instructional time, or school activities. However, a repeated violation of school rules may subject the student to further discipline, as outlined in this Policy.

2. Academic Integrity.

a. Policy Statement: Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress, to provide a level playing field for all students, and to develop appropriate values.

Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct.

b. Definitions: The following definitions provide a guide to the standards of academic integrity:

(1) "Cheating" means intentionally misrepresenting the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentations may, but need not necessarily, involve the work of others. Cheating includes, but is not limited to:

(a) Tests (includes tests, quizzes and other examinations or academic performances):

(i) Advance Information: Obtaining, reviewing or sharing copies of tests or information about a test before these are distributed for student use by the instructor. For example, a student engages in cheating if, after having taken a test, the student informs other students in a later section of the questions that appear on the test.

(ii) Use of Unauthorized Materials: Using notes, textbooks, pre-programmed formulae in calculators,

or other unauthorized material, devices or information while taking a test except as expressly permitted. For example, except for "open book" tests, a student engages in cheating if the student looks at personal notes or the textbook during the test.

(iii) Use of Other Student Answers: Copying or looking at another student's answers or work, or sharing answers or work with another student, when taking a test, except as expressly permitted. For example, a student engages in cheating if the student looks at another student's paper during a test. A student also engages in cheating if the student tells another student answers during a test or while exiting the testing room, or knowingly allows another student to look at the student's answers on the test paper.

(iv) Use of Other Student to Take Test. Having another person take one's place for a test, or taking a test for another student, without the specific knowledge and permission of the instructor.

(v) Misrepresenting Need to Delay Test. Presenting false or incomplete information in order to postpone or avoid the taking of a test. For example, a student engages in cheating if the student misses class on the day of a test, claiming to be sick, when the student's real reason for missing class was because the student was not prepared for the test.

(b) Papers (includes papers, essays, lab projects, and other similar academic work):

i) Use of Another's Paper: Copying another student's paper, using a paper from an essay writing service, or allowing another student to copy a paper, without the specific knowledge and permission of the instructor.

(ii) Re-use of One's Own Papers: Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented.

(iii) Assistance from Others: Having another person assist with the paper to such an extent that the work does not truly reflect the student's work. For example, a student engages in cheating if the student has a draft essay reviewed by the student's parent or sibling, and the essay is

substantially re-written by the student's parent or sibling. Assistance from home is encouraged, but the work must remain the student's.

(iv) Failure to Contribute to Group Projects. Accepting credit for a group project in which the student failed to contribute a fair share of the work.

(v) Misrepresenting Need to Delay Paper. Presenting false or incomplete information in order to postpone or avoid turning in a paper when due. For example, a student engages in cheating if the student misses class on the day a paper is due, claiming to be sick, when the student's real reason for missing class was because the student had not finished the paper.

(c) Alteration of Assigned Grades. Any unauthorized alteration of assigned grades by a student in the teacher's grade book or the school records is a serious form of cheating.

(2) "Plagiarism" means to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. Plagiarism includes, but is not limited to:

(a) Failure to Credit Sources: Copying work (words, sentences, and paragraphs or illustrations or models) directly from the work of another without proper credit. Academic work frequently involves use of outside sources. To avoid plagiarism, the student must either place the work in quotations or give a citation to the outside source.

(b) Falsely Presenting Work as One's Own: Presenting work prepared by another in final or draft form as one's own without citing the source, such as the use of purchased research papers or use of another student's paper.

(3) "Contributing" to academic integrity violations means to participate in or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

c. Sanctions: The following sanctions will occur when a student engages in cheating, plagiarism, or contributing to an academic integrity offense:

(1) Academic Sanction. The instructor will refuse to accept the student's work in which the academic integrity offense took place, assign a grade of "F" or zero for the work, and require the student to

complete a test or project in place of the work within such time and under such conditions as the instructor may determine appropriate. In the event the student completes the replacement test or project at a level meeting minimum performance standards, the instructor will assign a grade which the instructor determines to be appropriate for the work.

(2) Report to Parents and Administration. The instructor will notify the Principal of the offense and the instructor or Principal will notify the student's parents or guardian.

(3) Student Discipline Sanctions. Academic integrity offenses are a violation of school rules. The Principal may recommend sanctions in addition to those assigned by the instructor, up to and including suspension or expulsion. Such additional sanctions will be given strong consideration where a student has engaged in serious or repeated academic integrity offense or other rule violations, and where the academic sanction is otherwise not a sufficient remedy, such as for offenses involving altering assigned grades or contributing to academic integrity violations.

E. Law Violations

1. Any act of a student which is a basis for expulsion and which the principal or designee knows or suspects is a violation of the Nebraska Criminal Code will be reported to law enforcement as soon as possible. Conduct to be reported for law enforcement referral includes conduct that may constitute a felony, conduct which may constitute a threat to the safety or well-being of students or others in school programs and activities, and conduct that the legal system is better equipped to address than school officials. Conduct that does not need to be reported for law enforcement referral includes typical adolescent behavior that can be addressed by school administrators without the involvement of law enforcement. In making the decision of whether to report, consideration should be given to the student's maturity, mental capacity, and behavioral disorders, where applicable. When appropriate, it shall be the responsibility of the referring administrator to contact the student's parent of the fact that the referral to legal authorities has been or will be made.

   The foregoing reporting standards shall be reviewed annually by the school Board on or before August 1 of each year, be annually reviewed in collaboration with the County Attorney each year, be distributed to each student and his or her parent or guardian at the beginning of each school year, or at the time of enrollment if during the school year, and shall be posted in conspicuous places in each school during the school year.

2. When a principal or other school official releases a minor student to a peace officer (e.g., police officer, sheriff, and all other persons with similar authority to make arrests) for the purpose of removing the minor from the school premises, the principal or other school official shall take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer and regarding the place to which the minor is reportedly being taken,

except when a minor has been taken into custody as a victim of suspected child abuse, in which case the principal or other school official shall provide the peace officer with the address and telephone number of the minor's parents or guardian.

Legal Reference: Neb. Rev. Stat. Sections 79-254 to 79-296
Neb. Rev. Stat. Section 79-2,160

Date of Adoption: August 10, 2026

Students

Graduation

To participate in commencement exercises or receive a Douglas County West Community Schools diploma, a student must fully complete all requirements for graduation prior to the official commencement exercises, and complete other administrative requirements or conditions, except as otherwise required by state law. Students who graduate from Douglas County West Community Schools must accumulate 48 credits. The total graduation requirements must include the following core curriculum:

English Language Arts	8	Credits
Science	6	Credits
Math	6	Credits
Social Studies	6	Credits
Physical Education	4	Credits
Fine Arts	2	Credits
Career & Technical Ed	5	Credits
Required	37	Credits
Electives	11	Credits

In addition, every student must complete at least one high school course in Personal Finance or Financial Literacy prior to graduation. Each student shall also complete and submit a Free Application for Federal Student Aid (FAFSA) prior to graduation, unless the required opt-out form is completed by either: (1) the student's parent or legal guardian; (2) the Principal, if the Principal determines that good cause exists not to require the student to complete the FAFSA; or (3) an emancipated student or student of at least 19 years of age.

Notwithstanding any other provision of this policy, a student who is or was under the jurisdiction of a juvenile court and placed in out-of-home care at any time during the student's high school enrollment shall be eligible to graduate from the District if (1) the student, at any point in time, was enrolled in high school in the District, and (2) the student has met the minimum graduation requirements established by state law.

Legal Reference: Neb. Rev. Stat. Sec. 79-729
Neb. Rev. Stat. Sec. 79-3003
NDE Rule 10

Date of Adoption: August 10, 2026

Students

School Library Materials and Parent Access

The District will provide parents, guardians, and educational decisionmakers access to information regarding books available in the District's school library, and an opportunity to receive notification when their student checks out a library book.

For purposes of this Policy, the "school library" means the collection of books maintained by the District in a library or media center, as designated by the Superintendent or designee, located on school property and managed by District staff for student circulation. The term "school library" does not include: (1) classroom libraries or book collections maintained by individual teachers; (2) instructional textbooks or curriculum materials issued to students; (3) digital instructional materials, online databases, or subscription research services; and (4) materials accessed through a library not managed or supervised by the District. For purposes of this policy, a "book" means a bound or printed work cataloged within the District's school library circulation system.

The District will maintain a catalog of books available in each designated library. Such catalog will be made available for viewing by parents, guardians, and educational decisionmakers through a method designated by the Superintendent or designee.

The District will provide parents, guardians, and educational decisionmakers the opportunity to opt-in to receive notification when their student checks out a book from a designated library. If a parent, guardian, or educational decisionmaker elects to receive such notifications, the District shall provide such notice, which will include the: (1) title of the book; (2) author(s); and (3) date the book must be returned.

Requests to receive library checkout notifications must be submitted through a written request or through a process identified by the Superintendent or designee.

The Superintendent or designee may develop procedures to implement this Policy, and staff, parents, guardians, and educational decisionmakers must follow these procedures.

Legal Reference: Neb. Rev. Stat. §79-533.04

Date of Adoption: August 10, 2026

Students

Asthma, Anaphylaxis, and Allergic Reaction Protocol

The District will adopt and implement the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis Protocol as required by the Nebraska Department of Education.

The Superintendent, in conjunction with licensed health personnel, shall establish administrative regulations for the implementation of this policy. The regulations established shall comply with NDE rules regarding the protocol to follow in case of a life-threatening asthma or systemic allergic reaction (including anaphylaxis) and use of an EpiPen and albuterol. These regulations and protocols shall also ensure that each school building will procure and maintain the equipment and medication necessary under the protocol in the case of any student or school staff emergency. Staff training in using the protocol shall occur periodically. Records of such training and occurrences of administering medication under the protocol shall be maintained.

The Emergency Protocol shall be implemented, and the equipment and medication necessary to implement the Emergency Protocol shall be maintained, at each school building while school is in session. For purposes of the Emergency Protocol, the phrase "while school is in session" is defined as the core instructional school day. The “core instructional school day” is defined as that portion of each day school is in session during which teachers are on duty to provide and students are scheduled to receive instruction in the School District’s curriculum, generally beginning at 8:00 a.m. and ending at 3:30 p.m. The Emergency Protocol shall not be required to be implemented other than in the school buildings while school is in session, and as such is not required to be implemented at extracurricular activities, on school buses, or during school field trips. Implementation of the Emergency Protocol at such non-mandatory times or places shall be made in the discretion of the administration and shall be subject to the availability of the employees designated or trained in implementation of the Emergency Protocol and the availability of the necessary equipment and medication at such times or places.

The parent or guardian of a student of minority age may sign a waiver requesting that their student not receive emergency treatment under this protocol.

The Superintendent or designee shall further develop and implement protocols to address anaphylaxis and the emergency use of epinephrine at school buildings and school-sponsored activities. A school nurse or trained staff member may administer epinephrine to any individual believed to be experiencing anaphylaxis. These protocols will also address the District’s response, documentation, notification, and reporting any instances of administering epinephrine. The District will continue to implement individualized health or Section 504 plans for students with known severe allergies, and nothing in this policy limits rights or accommodations under Section 504, the ADA, or the IDEA.

Legal Reference: NDE Rule 59.006
Neb. Rev. Stat. § 79-227

Date of Adoption: August 10, 2026

New Construction

Facilities - Bids and Contracts

All contracts for work related to building construction, remodeling or repair or site improvement in excess of $136,000, or such sum as adjusted pursuant to Section 73-106, will be bid in accordance with state statutes. All other contracts will be handled under current district policies and regulations.

Legal Reference: Neb. Rev. Stat. Sections 73-101 to 73-106

Date of Adoption: August 10, 2026

Internal Board Policies - Organization

Annual Organizational Meeting

A. An organizational meeting of the DC West Community School District Board of Education shall be held on or before the third Monday of January of each year for the purposes of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new Board members are sworn in, the Board will elect from its members a President, Vice President, Secretary and Treasurer, and if it is determined by the Board of Education to be needed an ex officio secretary and treasurer and those elected will assume office at the organizational meeting.

   Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee. If no member receives a majority of votes after _____ ballots or _____ hours, the Board member who was the President of the Board during the immediately preceding term shall continue as President. In the event that the previous Board President is no longer a Board member, then the Vice President from the immediately preceding term shall become the President. In the event that both the prior President and Vice President are no longer members of the Board, then the longest tenured Board member shall serve as President. The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.

2. The President shall assume the chair immediately upon the President's election.

3. The motions for the officer elections should read: Move that _____ be elected as _____ (name of office) to serve a term of one year, or until the person's successor is elected and qualified.

B. The order of business for meeting should be as follows:

1. Call to Order and Roll Call

2. Oath of office for most recently elected

3. Elections
   a. President

b. Vice President
c. Treasurer
d. Secretary

4. Approval of committees, positions, and designations
   a. Consider, discuss and take action to elect Committees as determined by the BOE
   b. Consider, discuss and take action to select Depository bank(s)
   c. Designate the method of advance notice of Board meetings

5. Approval of current Board policies and regulations

6. Designate date for the annual review of BOE policies

7. Dissemination to each Board member of conflict of interest statutes

8. Adjournment

Date of Adoption: August 10, 2026

Internal Board Policies - Methods of Operation

Designated Method of Giving Notice of Meetings

The Board of Education will give advance notice of meetings by a method designated by the Board at the Board's organizational meeting each January, or as otherwise determined by the Board. The designated method will be recorded in the Board's meeting minutes.

In addition, at least four times per calendar year, the Board will publish in a newspaper of general circulation the following information: (1) the regular meeting schedule, (2) the location of regular board meetings, and (3) the method of advanced notice designated by the Board. Notwithstanding the foregoing, the Board reserves the right to change the regular meeting schedule or location if circumstances require such a change.

Notice shall be given a reasonable time in advance of the meeting. Two (2) days advance notice shall be considered sufficient.

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

The Secretary of the Board of Education, or the Secretary's designee, shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to such news media of the time and place of each meeting and the subjects to be discussed at the meeting.

Legal Reference: Neb. Rev. Stat. §§ 79-554; 79-555 & 84-1411.

Date of Adoption: August 10, 2026

WOODHOUSE

woodhouse.com

COUNTY		DATE (MONTH/DAY/YEAR) 07/27/2026
PURCHASER'S NAME Douglas County West Community Sch		
STREET ADDRESS 401 S Pine St Po Box 378		
CITY Valley	STATE NE	ZIP 68064
RES. PHONE	CELL PHONE (402) 359-2583	BUS. PHONE
E-MAIL mpoloncic@dcwest.org		

PLEASE ENTER MY ORDER FOR THE FOLLOWING: NEW ☑ USED ☐ YEAR: 2026 MAKE: Ford MODEL: Transit Passenger Wa

SALES REP: Mikal Coleman | SALES REP | FINANCE MANAGER

BODY: Full-size Passenger Van COLOR: Oxford White MILES: 280

V.I.N: 1FBAX2Y84TKA38219 STOCK NO.: T260390

THIS PURCHASE DOES INCLUDE PRODUCTS SUCH AS EXTENDED WARRANTY OR ACCESSORIES THAT ARE NOT REPRESENTED OR WARRANTED BY THE MANUFACTURER. THESE PRODUCTS ARE REPRESENTED AND WARRANTED BY THEIR OWN COMPANIES.

CUSTOMER INITIALS ☐

PAYOFF VERIFICATION STATEMENT

THE PAYOFF ON THE TRADE-IN VEHICLE IS ESTIMATED UPON PAYMENT VERIFICATION THE CUSTOMER WILL BE RESPONSIBLE FOR ANY AMOUNT ABOVE AND BEYOND: $ _____

CUSTOMER INITIALS ☐ CUSTOMER INITIALS ☐

NATIONAL CALL YES ☐ NO ☐

I/WE GIVE PERMISSION FOR A POTENTIAL BUYER OF THE TRADE VEHICLE(S) TO CONTACT ME/US:

Signed _____

THE PURCHASE AGREEMENT MAY BE CONDITIONED UPON ACCEPTANCE OR APPROVAL BY A 3RD PARTY FINANCIAL INSTITUTION. IF APPROVAL IS NOT OBTAINED FROM SAID INSTITUTION, THIS AGREEMENT AND RELATED DOCUMENTS ARE NULL AND VOID.

CUSTOMER INITIALS ☐

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPERATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (A) ON ALL GOODS AND SERVICES SOLD BY DEALER AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED"

AS IS

THIS USED MOTOR VEHICLE IS SOLD AS IS **WITHOUT** ANY **WARRANTY** EITHER EXPRESSED OR IMPLIED. THE PURCHASER WILL BEAR THE **ENTIRE EXPENSE** OF REPAIRING OR CORRECTING ANY DEFECTS THAT PRESENTLY EXIST OR THAT MAY OCCUR IN THE VEHICLE.

BUYER'S SIGNATURE: _____

I GUARANTEE THAT THE TITLE OF MY TRADE VEHICLE(S) IS NOT A SALVAGE TITLE AND THE VEHICLE NEVER HAS HAD A SALVAGE TITLE. I FURTHER STATE THAT ALL EMISSIONS EQUIPMENT AND ALL ORIGINAL SAFETY RESTRAINT EQUIPMENT INCLUDING BUT NOT LIMITED TO THE SAFETY BELTS OR AIR B DIFFERENCE IN VALUE HAD THE TITLE NOT BEEN SALVAGE.

BUYER'S SIGNATURE: _____

CASH PRICE OF VEHICLE	$ 61,275
Woodhouse Discount	(2,840)
Mobility school upfit for NDE	+ 5,147
DOCUMENTARY FEE - See reverse #9	$ 299.00
STATE AND LOCAL TAXES	$
LICENSE, LICENSE TRANSFER, TITLE, REGISTRATION FEE	$

USED VEHICLE TRADE-IN #1

YR 2011 MAKE Ford MDL E-350 Super Duty

ENG 5.4L V8 TRANS Automatic BODY Large Van

MILES 73,738 COLOR White

V.I.N 1FDNE3BL8BDA25686

BALANCE OWED TO R ☐ L ☐

USED VEHICLE TRADE-IN #2

YR MAKE MDL

ENG TRANS BODY

MILES COLOR

V.I.N

BALANCE OWED TO R ☐ L ☐

TRADE-IN ALLOWANCE

USED TRADE-IN ALLOWANCE	$4,000
BALANCE OWED OR TRADE-IN	
ALLOWANCE OR TRADE-IN (Applied Below)*	

DOWN PAYMENT ALLOWANCE

DOWN PAYMENT	
and/or $ rebates	
and/or $ rebates	
and/or $ rebates	
***ALLOWANCE ON TRADE-IN** (See Above for Details)	

TOTAL DOWN PAYMENT ALLOWANCE	$
UNPAID CASH BALANCE DUE ON DELIVERY	$ 59,881

The front and back of this order compromise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of copy of this order.

96

PURCHASER'S SIGNATURE _____ CO-BUYER _____ DATE 07/27/2026 ACCEPTED BY: _____ DEALER OR AUTHORIZED REPRESENTATIVE

WOODHOUSE
woodhouse.com

COUNTY		DATE (MONTH/DAY/YEAR) 07/27/2026
PURCHASER'S NAME	Douglas County West Community Sch	
STREET ADDRESS	401 S Pine St Po Box 378	
CITY	STATE	ZIP
Valley	NE	68064
RES. PHONE	CELL PHONE	BUS. PHONE
	(402) 359-2583	
E-MAIL	mpoloncic@dcwest.org	

PLEASE ENTER MY ORDER FOR THE FOLLOWING: NEW ☑ USED ☐ YEAR: 2026 MAKE: Ford MODEL: Transit Passenger Wa

SALES REP: Mikal Coleman | SALES REP: | FINANCE MANAGER:

BODY: Full-size Passenger Van COLOR: Oxford White MILES: 280

V.I.N: 1FBAX2Y81TKA38212 STOCK NO.: T260391

THIS PURCHASE DOES INCLUDE PRODUCTS SUCH AS EXTENDED WARRANTY OR ACCESSORIES THAT ARE NOT REPRESENTED OR WARRANTED BY THE MANUFACTURER. THESE PRODUCTS ARE REPRESENTED AND WARRANTED BY THEIR OWN COMPANIES.

CUSTOMER INITIALS

PAYOFF VERIFICATION STATEMENT

THE PAYOFF ON THE TRADE-IN VEHICLE IS ESTIMATED UPON PAYMENT VERIFICATION THE CUSTOMER WILL BE RESPONSIBLE FOR ANY AMOUNT ABOVE AND BEYOND: $

CUSTOMER INITIALS CUSTOMER INITIALS

NATIONAL CALL YES ☐ NO ☐

I/WE GIVE PERMISSION FOR A POTENTIAL BUYER OF THE TRADE VEHICLE(S) TO CONTACT ME/US:

Signed

THE PURCHASE AGREEMENT MAY BE CONDITIONED UPON ACCEPTANCE OR APPROVAL BY A 3RD PARTY FINANCIAL INSTITUTION. IF APPROVAL IS NOT OBTAINED FROM SAID INSTITUTION, THIS AGREEMENT AND RELATED DOCUMENTS ARE NULL AND VOID.

CUSTOMER INITIALS

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPERATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (A) ON ALL GOODS AND SERVICES SOLD BY DEALER AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED"

AS IS

THIS USED MOTOR VEHICLE IS SOLD AS IS **WITHOUT** ANY **WARRANTY** EITHER EXPRESSED OR IMPLIED. THE PURCHASER WILL BEAR THE **ENTIRE EXPENSE** OF REPAIRING OR CORRECTING ANY DEFECTS THAT PRESENTLY EXIST OR THAT MAY OCCUR IN THE VEHICLE.

BUYER'S SIGNATURE:

I GUARANTEE THAT THE TITLE OF MY TRADE VEHICLE(S) IS NOT A SALVAGE TITLE AND THE VEHICLE NEVER HAS HAD A SALVAGE TITLE. I FURTHER STATE THAT ALL EMISSIONS EQUIPMENT AND ALL ORIGINAL SAFETY RESTRAINT EQUIPMENT INCLUDING BUT NOT LIMITED TO THE SAFETY BELTS OR AIR B DIFFERENCE IN VALUE HAD THE TITLE NOT BEEN SALVAGE.

BUYER'S SIGNATURE:

CASH PRICE OF VEHICLE	$ 61,275
Woodhouse Discount	(2,840)
Mobility school upfit for NDE	+ 5,147
DOCUMENTARY FEE - See reverse #9	$ 299.00
STATE AND LOCAL TAXES	$
LICENSE, LICENSE TRANSFER, TITLE, REGISTRATION FEE	$

USED VEHICLE TRADE-IN #1

YR 2011 MAKE Ford MDL E-350 Super Duty

ENG 5.4L V8 TRANS Automatic BODY Large Van

MILES 63245 COLOR White

V.I.N 1FDNE3BLXBDA25687

BALANCE OWED TO R ☐ L ☐

USED VEHICLE TRADE-IN #2

YR MAKE MDL

ENG TRANS BODY

MILES COLOR

V.I.N

BALANCE OWED TO R ☐ L ☐

TRADE-IN ALLOWANCE

USED TRADE-IN ALLOWANCE	$ 4,000
BALANCE OWED OR TRADE-IN	
ALLOWANCE OR TRADE-IN (Applied Below)*	

DOWN PAYMENT ALLOWANCE

DOWN PAYMENT	
and/or $ rebates	
and/or $ rebates	
and/or $ rebates	
***ALLOWANCE ON TRADE-IN** (See Above for Details)	

TOTAL DOWN PAYMENT ALLOWANCE	$
UNPAID CASH BALANCE DUE ON DELIVERY	$ 59,881

The front and back of this order compromise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of copy of this order.

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PURCHASER'S SIGNATURE | CO-BUYER | 07/27/2026 DATE | ACCEPTED BY: DEALER OR AUTHORIZED REPRESENTATIVE

EDUCATIONAL COOPERATIVE CONSTRUCTION AGREEMENT

THIS EDUCATIONAL COOPERATIVE CONSTRUCTION AGREEMENT ("Agreement") is made and entered into this _4__ day of _August, 2026, by and between the DC West Community Schools, a Nebraska public school district and political subdivision ("District"), and The Builder Foundation, a Nebraska non-profit corporation ("TBF"), each of which is referred to herein as a "Party" and, together, the "Parties".

RECITALS

Whereas, the District is a public PK-12 school district and political subdivision existing under the laws of the State of Nebraska, operating in the Waterloo and Valley, Nebraska, areas and, as part of its curriculum, offers a course titled Construction I (the " Construction Class"); and

Whereas, TBF is a non-profit corporation organized and existing under the laws of the State of Nebraska and;

Whereas, the District intends as part of the Construction Class and pursuant to Neb. Rev. Stat. § 79-10,104 to construct a residential dwelling (the "Project") on District property, which Project will be relocated to one or more parcels of real estate (the "Real Estate") owned by Dale TenEych (the "Owner"); and

Whereas, TBF desires to contract with District to provide certain tools, equipment, and materials to the District for the Project, and to assist the District in fulfilling District's Responsibilities (defined below).

Whereas, the District intends to contract with one or more third-party contractors (the "Contractor") to perform some work outside the scope of work to be performed by District students in the Construction Class, which Contractors shall not be a party to this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals, the agreements hereinafter contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the District and TBF hereby agree as follows:

Section 1. District's Responsibilities.

A. District will be responsible for performing all District duties and obligations as set forth in Exhibit "A" hereto (the "District Responsibilities"). Notwithstanding the foregoing, the District shall not be responsible or obligated to perform any duties, obligations or responsibilities identified as the duties, obligations or responsibilities of the Owner, described on Exhibit "B" or as the duties, obligations or responsibilities of the Contractor, described on Exhibit "C", or as the duties, obligations or responsibilities of the TBF, described on Exhibit "D". In addition, District will ensure that any contract it enters into with the Owner (the "Owner Contract") shall include the terms set forth in Exhibit "B" hereto. District will further ensure that any contract that either it or Owner enters into with a Contractor (the "Contractor Contract") shall include the terms set forth in Exhibit "C" hereto. District shall provide drafts of the Owner Contract and Contractor Contract are provided to TBF prior to their execution. TBF will not be a party to either the Owner Contract or the Contractor Contract.

B. District will perform the work of the Project on a schedule determined by District in its sole discretion. It is also understood by all parties involved that there will be no timeline for completion, and that the work will be managed and coordinated by the District Construction Class instructor.

Section 2. **TBF Responsibilities.**

A. TBF will be responsible for performing all duties and obligations set forth in Exhibit "D" hereto (the "TBF Responsibilities").

B. TBF's maximum financial funding to the District hereunder, exclusive of any discounted materials or services, or in-kind donation of materials or services, but inclusive of any reimbursements secured by TBF from the Peter Kiewit Foundation or any other funding source, will be $40,000.

Section 3. **Commencement and Completion**. The District shall determine when work on the Project shall begin. The District will achieve completion of the work on a schedule to be determined in the District's sole discretion, considering issues such as weather, class schedules, student/staff attendance, and other events that could impact construction of the Project.

Section 4. **Financial Consideration**. TBF shall be entitled to payment of twenty percent (20%) of the value of (i) any discount in materials or services, or (ii) any in-kind donated materials or services acquired or arranged due to the efforts of TBF.

Section 5. **Termination**. If this Agreement is terminated before the Project is completed:

A. if terminated by TBF, then the District shall become owner of all tools, equipment and materials provided pursuant to the TBF Responsibilities.
B. if terminated by the District, then TBF reserves the right to (i) take ownership of the tools and equipment purchased by TBF pursuant to the TBF Responsibilities, or (ii) be reimbursed by the District a sum equal to the sums paid to the District pursuant to the TBF Responsibilities.
C. The foregoing remedies set forth in Sections 5(A) and 5(B) above shall be in addition to, and not as an alternative to, the financial consideration due to TBF as set forth in Section 4 hereof, which consideration shall remain due and payable to TBF in the event of a termination of this Agreement by any Party.

Section 6. **Notices.** Any notice given or required to be given under this Agreement shall be personally delivered or deposited in the U.S. Mail, postage prepaid, and addressed to the parties at the addresses provided in their respective signature blocks, below.

Section 7. **Disputes.** This Agreement shall be governed by the laws of the State of Nebraska. Any action or proceeding brought to enforce the terms and obligations of this Agreement shall be in the federal or state courts located in Douglas County, Nebraska, all parties hereto agree to waive personal jurisdiction in this venue.

Section 8. **No Partnership.** The Parties' relationship is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment or fiduciary relationship between the Parties. Neither the District nor TBF shall be considered an employee of the other for any purpose. Nothing in this Agreement shall be interpreted as authorizing TBF or its agents and/or employees to act as an agent or representative of or on behalf of the District, or to incur any obligation of any kind on behalf of the District.

Section 9. **Assignment.** No party may assign this Agreement, in whole or in part, without the prior written consent of the other party. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

Section 10. **Severability.** If any provision in this Agreement shall be deemed invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby and such provision shall be ineffective only to the extent of such invalidity, illegality or unenforceability.

Section 11. **Term.** This Agreement will become effective upon date of signing and will remain in effect until **June 30, 2027**.

Section 12. **Entire Agreement.** This Agreement constitutes the complete and entire agreement between the parties. None of the terms Section or conditions of this Agreement shall be in any manner altered or modified except by a written instrument duly signed by the parties.

Section 13. **Waiver.** No waiver under this Agreement will be effective unless it is in writing and signed by the party granting the waiver.

Section 14. **Insurance.** The District is required to provide adequate insurance for the Project, and TBF shall have no obligation to provide any insurance related to same. District shall, upon request of TBF, provide copies of any relevant certificates of insurance related to the Project.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date first written above.

TBF:
The Builder Foundation
Nebraska non-profit corporation,

Melissa Glenn

By: Melissa Glenn
Its: Executive Director
Date: _August 4, 2026__

SCHOOL DISTRICT:
DC West Public School District, a political subdivision of the State of Nebraska

By: Melissa Poloncic
Its: Superintendent of Schools

Date: _____

Exhibit A
District Responsibilities

D.C. West Public Schools Construction Class will be responsible for all labor and tools to build / construct the 1404 square foot house at D.C. West High School. The D.C. West Construction Class will perform the following tasks weather permitting. It is also understood by all parties involved that there will be no timeline for completion.

1) Approve Moving Contractor selected by Owner.
2) Approve General Contractor selected by Owner.
3) Approves that The Builder Foundation will receive 20% of the value of any in-kind/donated materials which they procure.
4) Obtain Builder Risk and General Liability insurance while house is under construction on District property.
5) Provide temporary power/utilities, port-a-john's, trash removal, and security fencing on District property as needed.
6) Provide tools for students and necessary safety equipment.
7) Help locate contractors and suppliers to receive bids and work with General Contractor.
8) Provide all framing material on District property, except stairs, decks and attached garage and overhead doors to be provided at home site.
9) Provide windows, exterior doors, house wrap, siding and sofit, roofing and flashing material.
10) Frame / Construct temporary foundation. (Skirt) Coordinate with Moving Contractor.
11) Frame / Construct First Floor Deck.
12) Frame / Construct First Floor Walls.
13) Install Roof Truss and Plywood Sheathing.
14) Frame / Install Overhangs and facia.
15) Install roofing underlayment, Gutter Apron, Drip Edge, Ridge Vent and Shingles.
16) Install Windows and exterior door jambs with temporary doors and hardware and install house wrap and windows and door tape.
17) Install Siding except where house moving contractor needs access areas for relocation. (First / Second row of siding will be installed by contractor after house is located on lot.)
18) Assist in rough-in and finish for Plumbing, Electrical, HVAC and coordinate with General Contractor.
19) Assist with insulation provided by Owner.
20) Request rough-in inspection by City of Valley / County of Douglas Permits & Inspections.
21) Coordinate with moving contractor schedule.
22) Assist with drywall installation.
23) Assist with trim & cabinet contractors.
24) Assist with countertop & flooring contractor.

Exhibit B
Owner Responsibilities:

The owner of the property is Dale TenEyck. House plans were prepared by Straightline Design on behalf of the Owner. The Owner will perform the following tasks:

1) Owner to provide lot. Owner to prepare lot for construction to include tree removal, demolition of exist home, removal of foundations, and compacted soils as required by FEMA flood plain elevations for construction.
2) Owner approved 1404 sq ft house 616 sq ft garage plan (designed by Straightline Design, Inc., under contract with the Owner).
3) Owner to contract with the house Moving Contractor.
4) Owner to enter into construction agreement with General Contractor.
5) Moving Contractor to approve existing concrete building pad is sufficient for constructing the house on District property.
6) Contractor and Owner's approval of progress voucher for payment through First Nebraska Bank of Valley, for construction material, suppliers and subcontractors.
7) Provide Lien Release through owner's bank on all payments to general contractor, suppliers and subcontractors.
8) Owner and Contractor to provide Builders Risk and General Liability Insurance, and when home is located at 131 East Alexander Street.
9) Owner to purchase Liability Insurance for house moving company
10) Owner approves that The Builder Foundation will receive 20% of the value of any in-kind/donated materials which they procure.
11) Owner to purchase Liability Insurance for house moving company.
12) Owner and Contractor to provide Builders Risk and General Liability Insurance, and when home is located at 131 East Alexander Street.
13) Owner to select and purchase plumbing fixtures, light fixtures, paint colors, cabinets, interior trim and doors, hardware, appliances, counter tops, floor coverings, bathroom accessories, mirrors, shower doors and mechanical systems (HVAC).

Exhibit C
General Contractor Responsibilities

General Contractor is responsible for the following. (D.C. West Public School Construction Class will NOT be responsible for the following tasks but will help facilitate the process if desired).

1) Distribute plans to contractors & suppliers for bids and budget. Coordinate with Skilled and Technical Science teacher John Brockhaus, owner Dale TenEyck and The Builder Foundation on preferred subcontractors and suppliers to use.
2) Provide budget for all costs for house completion.
3) Surveying Contractor – Stake Home – Locate utilities.
4) Excavate, grade and compact soils as required by FIMA flood plain elevation.
5) Footings and Foundation Contractor
6) Waterproof Foundation as required.
7) Install sill plate on top of foundation.
8) House Moving Contractor – Coordination (To include relocation of home from school property and setting home on foundation. To be contracted with owner.)
9) Building Permit to the City of Valley / Douglas County Permits & Inspections.
10) Plumbing Contractor – (to include owners selection of plumbing fixtures with preferred supplier.)
11) Electrical Contractor – (to include owners selection of light fixtures and rough-in locations – check to see if preferred supplier.)
12) HVAC Contractor – General Contractor to approve manufacturer of Furnace, A/C, and exhaust fans for ventilation. Check to see if preferred supplier.
13) Insulation of home and attached garage provided and completed by owner.
14) Gutter Contractor – (to include color selection and location of downspouts.)
15) Install front porch support post and railing and rear deck with steps.
16) Install siding on garage and on house as needed. (First / Second row of siding will remain of during construction at school site until house is moved to lot.
17) Frame and drywall finish attached tandem car garage.
18) Drywall Contractor – (To include drywall, taping and finish selections – to include garage.)
19) Paint Contractor – Owner to make selections for all locations to include staining or painting of all case work and finish wall paint / exterior painting and required caulking.
20) Concrete Contractor – (To include owner approval of layout, for the installation of sidewalks, patio, driveway and curb cut / approach(s).
21) Grading Contractor – subcontractor. Check to see if preferred.
22) Landscape Contractor – Sprinkler irrigation system, tree/shrub plantings and sod: Provided by owner.
23) Additional items to be selected by Owner shall include all floor coverings, countertops, backsplashes, appliances, bathroom accessories and mirrors.
24) Note: Contractors may be required to be licensed and to apply for necessary permits for the legal address: 131 East Alexander Street, Valley, NE 68064.
25) Utility Hook-Ups – Electrical (Please note overhead power lines to existing house, Owner request a cost to go underground for power and internet cable to the new home.
26) General Contractor to confirm), Sewer and Water (Plumbing Contractor), Gas, and Cable (Existing Local Providers) – To be coordinated by G.C.
27) Provide temporary power/utilities, port-a-johns, and trash removal while house is under construction until completion.
28) Signed Construction Agreement provided by DC West and certificate of General Liability and Builders Risk Insurance.
29) Provide equipment and any warranties upon completion of construction.

30) Final Punch List item to include drywall and paint touch-ups, adjustment of cabinets and passage doors & hardware, windows and exterior door adjustments and any mechanical adjustments required.
31) Contractor to provide a one-year, limited home warranty.

Exhibit D
The Builder Foundation Responsibilities

1) Will assist in building the knee wall / temporary foundation (skirt).
2) Will assist in locating the contractors and suppliers, with the approval of Owner, that will work with the Owner, DC West, Teachers and Students on the Project.
3) Will assist in finding discounts for this Project that will benefit DC West shop class, students, teacher and allowing the cost of this home to be afordable to the owner.
4) Provide the District with Scafolding for students to safely work on School District's property. (value of $15,000 reimbursement)
5) Provide the District with tools selected by Mr. John Brockhouse. (value of $20,000 reimbursement)
6) Will provide knee wall/temporary foundation (skirt). (value of $5,000 reimbursement).
7) Provide in-kind donations with the approval of Owner. The Builder Foundation will charge 20% of the value of the donations that are procured by The Builder Foundation.

EDUCATIONAL COOPERATIVE CONSTRUCTION AGREEMENT

THIS EDUCATIONAL COOPERATIVE CONSTRUCTION AGREEMENT (this "Agreement") is made and entered into as of _____, 2026 (the "Effective Date") by and among Douglas County School District 28-0015, also known as Douglas County West Community School District, a Nebraska political subdivision (hereinafter "District"), whose address is 401 South Pine Street, Valley, Nebraska 68064, Dale TenEyck (hereinafter "Owner"), whose address is 131 East Alexander Street, Valley, Nebraska 68064, and KRT Construction, Inc., a Nebraska corporation (hereinafter "Contractor"), whose address is 4325 North 156th Street, Omaha, Nebraska 68116. The parties to this Agreement are sometimes referred to collectively herein as "Parties" and individually as a "Party".

Witnesseth:

WHEREAS, District has implemented a construction education program (the "Education Program") for the purpose of educating District students in certain building trade skills, which Education Program includes having students, under the direction and supervision of District personnel and third party contractors, assist with the construction of building projects; and

WHEREAS, the Education Program is supported by contributions from The Builder Foundation, a Nebraska nonprofit corporation ("TBF"), which is a nonprofit corporation whose mission includes supporting programs such as the Education Program; and

WHEREAS, as part of the Education Program, District intends to commence construction of a residence (the "Residence") on District property, and Owner desires to purchase the Residence and to move the Residence for completion of construction to a residential building lot owned by Owner located at 131 East Alexander Street in Valley, Nebraska (the "Lot", and with the commencement of construction of the Residence on District property, the moving of the Residence onto the Lot, and the completion of the Residence on the Lot all herein referred to as the "Project"); and

WHEREAS, Contractor desires to assist District and its students in completion of the Project in accordance with the requirements of this Agreement, and to assist District in implementing the Education Program and providing instruction to students in the various skills, means, methods, and techniques necessary for such construction.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The Work. District and Contractor agree to construct the Residence and complete the Project (the "Work") in accordance with plans and specifications (the "Plans") prepared by Straightline Design, which Plans have been approved by Owner prior to the date of this Agreement and are attached to this Agreement as Schedule 1. Certain details regarding Owner's responsibilities with respect to the Project are described on Exhibit A, which is attached to this Agreement, certain details regarding District's responsibilities in connection with the Project are described on Exhibit B, which is attached to this Agreement, and certain details regarding Contractor's responsibilities in connection with the Project are described on Exhibit C, which is attached to this Agreement. The initial phases of the Work will be completed on District property. Once District has completed the scope of its Work to be performed on District property, Owner will contract with a house moving contractor approved by District (the "Moving Contractor"), at Owner's cost, to move the Residence to the Lot. Once the under construction Residence is moved to the Lot, the remainder of the Work will be completed on the Lot. Owner will make any selections relating to the Residence in accordance with any allowances included in the Project budget and in accordance with any schedule established by District and Contractor to allow timely progress of the Work, including any selections for plumbing fixtures, light fixtures, paint colors, cabinets, interior trim and doors, hardware, appliances, countertops, floor coverings, bathroom accessories, mirrors, shower doors, and mechanical systems. Owner acknowledges and agrees that District hereby disclaims any and all express

and implied warranties with respect to completion of District's scope of the Work, and that the only warranty being provided to Owner with respect to the Project is the one-year limited warranty provided by Contractor as described in Exhibit C.

2. Contract Documents. If required by Contractor, Owner and Contractor shall enter into a separate agreement, in a form approved by District, relating to Contractor's engagement to construct the Residence and the terms and conditions related thereto (the "Contractor Agreement"), the terms and conditions of which Contractor Agreement shall supplement the terms and conditions of this Agreement. This Agreement (including the Plans attached as Schedule 1 and the Exhibits included herein), as supplemented by the Contractor Agreement, if applicable, represent the entire and integrated agreement among the Parties, and supersedes all prior negotiations, representations, or agreements, either written of oral, or both.

3. Plans and Specifications. Owner will make available to Contractor for use in constructing the Residence sufficient Plans as are reasonably necessary for Contractor to construct the Residence described herein.

4. Real Property; Preparation of Lot. Owner warrants to District and Contractor that Owner owns the Lot in marketable fee simple title. Prior to the start of construction, Owner shall assure that the Lot is readily accessible and that the proposed Residence as designed complies with all applicable zoning requirements and all covenants, conditions, and restrictions applicable to the Lot. Neither District nor Contractor shall have any liability or responsibility with respect to any matters relating to title to the Lot or any legal restrictions related to use of the Lot for placement of the Residence thereon as contemplated in this Agreement. Owner shall be responsible, at Owner's cost, for preparing the Lot for placement of the Residence thereon, including tree removal, demolition and removal of the existing building thereon, removal of the existing foundations, and any necessary soil compaction, all of which shall be completed before the Residence is moved onto the Lot.

5. No Time Commitment for Completion. Owner acknowledges and agrees that the timeframe for completion of the Project shall be dependent upon various factors, including the availability of District personnel and students and the school year schedule (including scheduled and unscheduled breaks therein), and that neither District nor Contractor has made or is making any commitment regarding the timeframe for completion of construction of the Project. District and Contractor shall complete the Project as soon as reasonably practicable on a schedule established by District and agreed to by Contractor, taking into account various factors including the availability of District personnel and students and the District's school schedule and any breaks therein.

6. Cost of the Work. Owner shall pay Contractor (or with respect to the TBF Donated Materials, to TBF) in current funds for Contractor's performance of the Work an amount equal to the Cost of the Work (as defined below) plus a fee to Contractor ("Contractor's Fee") in an amount to be agreed to by Owner and Contractor, which Contractor's Fee shall not exceed 15% of the Cost of the Work. As used herein, (a) "Purchase Price" means the sum of the Cost of the Work (including the TBF Donated Materials Cost) and the Contractor's Fee, and (b) "Cost of the Work" means the actual cost of the materials and labor incurred by Contractor (or District, if applicable) in completing the Work, provided that for any materials for the Project donated by TBF or donated by third parties through the efforts of TBF (herein collectively, "TBF Donated Materials"), the Cost of the Work shall include an amount of up to 20% of the value of the TBF Donated Materials as determined by TBF (the "TBF Donated Materials Cost"), provided that the total TBF Donated Materials Cost shall not exceed 5% of the Purchase Price. Owner shall pay TBF directly for the TBF Donated Materials Cost instead of paying Contractor for such amounts. No change in the Work required shall be made unless pursuant to a written change order that is approved by the District, Contractor, and Owner. Owner shall provide proof of funds to District and Contractor acceptable to District and Contractor prior to commencement of the Work.

7. Utilities. As part of the Work, Contractor shall arrange for connection to the Residence of all utility connections as may be required for the Residence, including water, gas, and electrical service, and a sanitary sewer line suitable for connection of the Residence to a public sanitary sewer main. Owner shall permit Contractor to use, during construction of the Residence, at no cost to Contractor, any electrical power and water as necessary to carry out and complete the Work.

8. Payment Procedures. All applications from Contractor for payment under this Agreement shall be submitted in accordance with the following procedures:

(a) Contractor shall submit applications for payment from time to time as the Work progresses, but not more often than once each month, and Owner shall pay Contractor (or TBF with respect to TBF Donated Materials) within ten (10) days of each such application for the portion of the Work completed through such date. After the Residence is placed on the Lot, Owner may condition payment of any progress payment on delivery from Contractor and any of its subcontractors and suppliers of a conditional lien waiver waiving lien rights through such date conditional upon receipt of the stated amount due. Each application for payment shall include the Cost of the Work (including the TBF Donated Materials Cost) through the date of the application plus a portion of Contractor's Fee proportionate to the portion of the Work completed through the date of such application.

(b) After placement of the Residence on the Lot, Contractor and its subcontractors and suppliers and TBF shall have all construction lien rights with respect to the Lot available under Nebraska law to secure any unpaid amounts owing from Owner, including for unpaid sums related to Work performed or materials supplied before the Residence was placed on the Lot.

(c) Upon completion of the Work, Owner shall pay Contractor for all remaining portions of the Cost of the Work and Contractor's Fee then unpaid within ten (10) days of Contractor's application therefor. Owner may condition payment of such final payment on delivery from Contractor and any of its subcontractors and suppliers and TBF of a conditional lien waiver waiving lien rights through such date conditional upon receipt of the stated amount due. Upon receipt of such final payment, District and Contractor, if requested by Owner, shall execute and deliver to Owner a quitclaim conveyance instrument releasing to Owner any interest District or Contractor may have in the Residence, the Lot, or otherwise in the Project.

9. Insurance. During such time as the Residence under construction is located on District property, District shall provide, at its cost, builders risk and general liability insurance with respect to the Project. While the Residence is being moved from District property to the Lot, Owner shall provide, or cause the Moving Company to provide, liability insurance, at Owner's cost, with respect to the Residence and the process of moving it to the Lot. Once the Residence under construction is placed on the Lot, Contractor shall provide, at Owner's cost (as part of the Cost of the Work), builders risk and general liability insurance with respect to the Project. District, Contractor, Owner, and TBF shall be included as additional insureds on all such policies of insurance if such Party is not the primary insured. Each Party shall provide certificates of insurance confirming the existence of all required insurance coverages upon the request of any other Party.

10. Education Program. The Parties hereto acknowledge that a material purpose for the Project, including the construction of the Residence, is to operate the Education Program by providing quality on-site training and hands-on experience to students of the District interested in the building trades in residential construction and in construction means, methods, and techniques. The Parties agree that performance of the Parties' obligations under this Agreement shall be done in a manner consistent with achieving such goals of the Education Program.

11. Employee Requirements.

(a) All assigned workers of Contractor and any subcontractors participating in the Project on District property or where any District students are present are subject to approval by District. Without limiting the generality of the foregoing, no employee or agent of Contractor or any subcontractor involved in the Project shall be listed on the Nebraska Sex Offender Registry or any similar registry in any other jurisdiction, and no employee or agent of Contractor or any subcontractor shall possess or be under the influence of tobacco, illegal drugs, or alcohol while on District property or otherwise involved in Work on the Project. All assigned Contractor and subcontractor employees or agents shall wear any identification badges as may be required by District when on District property and shall produce photo identification immediately upon any request from District personnel while on District property and shall otherwise comply with any safety protocols and procedures established by District from time to time for visitors to District property.

(b) Employees and agents of Contractor and any subcontractor shall not have any contact at the Project site (whether on District property, or the Lot, or elsewhere) with students during the school day other than as reasonably necessary for instructional purposes pursuant to the Education Program and approved by the District and under the supervision of District personnel. Contractor shall take all reasonable measures necessary to restrict any contact between employees or agents of Contractor or any subcontractor and any students of District at the Project site that is not related to the Education Program.

(c) Sexual harassment and other forms of employment discrimination by anyone on the Project site (whether on District property, or the Lot, or elsewhere) is strictly forbidden. Sexual harassment or abuse of any employees or students of District by anyone is also strictly forbidden. Any employee of Contractor or of any subcontractor of Contractor who is found to have engaged in such conduct shall be subject to appropriate disciplinary action by Contractor, including dismissal from the Education Program.

12. Dispute Resolution; Mediation. The Parties will attempt to resolve any dispute arising out of or relating to this Agreement through good faith negotiations among the Parties. Any claim, dispute, or other matter in question arising out of or related to this Agreement not so resolved shall be subject to mediation as a condition precedent to litigation or any other binding dispute resolution. A request for mediation shall be made in writing, delivered to the other Parties to this Agreement who are involved with such dispute. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the Parties mediating the dispute or by court order. The mediating Parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Omaha, Nebraska, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

13. Miscellaneous.

(a) Owner and Contractor agree to protect, defend, hold harmless, and indemnify District and TBF, and their respective officers, directors, employees, agents and affiliates (the "Indemnified Parties") from and against all claims, demands, actions, suits, damages liabilities, losses, settlements, judgments, costs, and expenses, including but not limited to reasonable attorneys' fees and costs (collectively, the "Claims"), actually or allegedly, directly or indirectly, arising out of or related to the Project, unless any such Claim or Claims is or are the result of the intentional acts or omissions of the Indemnified Parties.

(b) No assignment by a Party hereto of any rights under or interests in this Agreement will be binding on another Party hereto without the written consent of the Party sought to be bound; and,

specifically, but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and, unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement, nor will any assignment create a contractual relationship between assignee and the non-assigning Parties. No subcontractor, laborer, or material supplier shall bring or maintain, either directly or indirectly, in its own name or in the name of Contractor, any claim or suit against District for any amount payable under this Agreement or for breach of this Agreement.

(c) Each Party hereto each binds itself, and such Party's successors, assigns and legal representatives, to the other Parties hereto, and each such Party's successors, assigns, and legal representatives with respect to all covenants, agreements, and obligations contained in this Agreement. The Parties agree that TBF is not a party to this Agreement but that TBF is an intended third party beneficiary of this Agreement with respect to the provisions of this Agreement relating to TBF.

(d) If any provision of this Agreement will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

(e) This Agreement shall be construed in accordance with, and governed by the laws of the State of Nebraska, without regard to any choice of law provisions of Nebraska or any other jurisdiction.

(f) No amendment to or modification of any provision of this Agreement shall be binding upon any Party hereto unless in writing and signed by a duly authorized representative of each of the Parties hereto. Neither the course of conduct among the Parties nor trade usage shall modify or alter this Agreement.

(g) Any notice or communication required or permitted under this Agreement shall be sufficiently given if delivered in person or sent by certified mail, postage prepaid and return receipt requested or sent by hand delivery or nationally recognized air courier providing proof of delivery, to the address of the receiving Party set forth in the opening paragraph of this Agreement. Any Party may designate a different address for notices by prior written notice to the other Parties sent in accordance with this Paragraph.

(h) The failure of a Party hereto to insist upon strict compliance with any of the terms, covenants, and conditions hereof, whether by conduct or otherwise, in any one or more instances, shall not be deemed to be, or shall not constitute, a waiver of any other provision hereof. No waiver shall be binding unless executed in writing by the Party making the waiver.

(i) This Agreement may be executed in any number of counterparts, all of which when taken together shall constitute one and the same document.

(j) Contractor and all subcontractors shall not discriminate against any employee or applicant for employment to be employed in the performance of the Agreement, with respect to hire, tenure, terms, conditions or privileges of employment, because of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical conditions, or other protected status, as prohibited by the Nebraska Fair Employment Practice Act or federal law. Contractor agrees to post in conspicuous places available to employees and applicants, notices setting forth Contractor's nondiscrimination policies. Contractor shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all

qualified applicants will receive consideration for employment without regard to sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical conditions, or other protected status.

(k) Contractor agrees to use the federal immigration verification system to determine the work eligibility status of new employees physically performing services on the Project within the State of Nebraska.

(l) Contractor agrees to abide by the provisions of the Nebraska Employee Classification Act, Neb. Rev. Stat. §§ 48-2901 to 48-2912.

(m) Contractor shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of District for any purpose.

[Signature page follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Educational Cooperative Construction Agreement effective as of the Effective Date.

DISTRICT:

Douglas County School District 28-0015, a Nebraska political subdivision

By: _____
President, Board of Education

OWNER:

_____
Dale TenEyck

CONTRACTOR:

KRT Construction, Inc., a Nebraska corporation

_____
By _Kent Therkelsen_____
Its _Owner_____

SCHEDULE 1

PLANS AND SPECIFICATIONS

[To be attached]

EXHIBIT A

Owner Responsibilities

D.C. West High School, designed by Straightline Design at D.C. West High School, 401 S. Pine Street, Valley, NE 68064. The Owner of the property is Dale TenEyck.

1) Owner to provide lot. Owner to prepare lot for construction to include tree removal, demolition of existing home, removal of foundations, and compacted soils as required by FEMA flood plain elevations for construction.
2) Owner approved 1404 sq ft house 616 sq ft garage plan (Straightline Design).
3) Owner to contract with the house moving contractor and approved by the school.
4) Owner to enter into construction agreement with General Contractor, also approved by the school.
5) Moving Contractor to approve existing concrete building pad is sufficient for building the home on school property.
6) Contractor and Owner's approval of progress voucher for payment through First Nebraska Bank of Valley, for construction material, suppliers and subcontractors.
7) Provide Lien Release through owner's bank on all payments to general contractor, suppliers and subcontractors.
8) The Owner approves that The Builder Foundation will receive up to 20% of the value of any in-kind/donated materials which they procure, not to exceed 5% of the Purchase Price.
9) Owner and Contractor to provide Builders Risk and General Liability Insurance, and when home is located at 131 East Alexander Street.
10) Owner to purchase Liability Insurance for house moving company.
11) Owner to select and purchase plumbing fixtures, light fixtures, paint colors, cabinets, interior trim and doors, hardware, appliances, counter tops, floor coverings, bathroom accessories, mirrors, shower doors and mechanical systems (HVAC).
12) Owner to provide fine grading, landscaping, sod, and sprinkler system.

EXHIBIT B

District Responsibilities

D.C. West Public Schools Construction Class will be responsible for all labor and tools to build / construct the 1404 square foot house at D.C. West High School. Dale TenEyck will be the owner of the home when completed. The D.C. West Construction Class will perform the following tasks weather permitting. It is also understood by all parties involved that there will be no timeline for completion.

1) Help locate contractors and suppliers to receive bids and work with Contractor.
2) Help to provide all framing material on school property, except stairs, decks and attached garage and overhead doors to be provided at home site.
3) Help provides windows, exterior doors, house wrap, siding and soffit, roofing and flashing material.
4) Frame / Construct temporary foundation. (Skirt) Coordinate with Moving Contractor
5) Frame / Construct First Floor Deck.
6) Frame / Construct First Floor Walls.
7) Install Roof Truss and Plywood Sheathing.
8) Frame / Install Overhangs and facia.
9) Install roofing underlayment, Gutter Apron, Drip Edge, Ridge Vent and Shingles.
10) Install Windows and exterior door jambs with temporary doors and hardware and install house wrap and windows and door tape.
11) Install Siding except where house moving contractor needs access areas for relocation. (First / Second row of siding will be installed by contractor after house is located on lot.)
12) Assist in rough-in and finish for Plumbing, Electrical, HVAC and coordinate with General Contractor.
13) Assist with insulation (provided by owner).
14) Request rough-in inspection by City of Valley / County of Douglas Permits & Inspections.
15) Coordinate with moving contractor schedule.
16) Assist with drywall installation.
17) Assist with trim & cabinet contractors.
18) Assist with countertop & flooring contractor.
19) The school approves that The Builder Foundation will receive up to 20% of the value of any in-kind/donated materials which they procure, not to exceed 5% of the Purchase Price.
20) School purchases Builder Risk, General Liability insurance while house is under construction on school property.
21) School to purchase and arrange for temporary power/utilities, port-a-john's, trash removal, and security fencing on school property as needed.
22) School responsible for construction described in this Exhibit B.
23) School to provide tools for students and necessary safety equipment.

EXHIBIT C

Items Required by Contractor

D.C. West Public School Construction Class will NOT be responsible for the following tasks but will help facilitate the process if desired.

1) Distribute plans to contractors & suppliers for bids and budget. Coordinate with Skilled and Technical Science teacher John Brockhaus, owner Dale TenEych and The Builder Foundation on preferred subcontractors and suppliers to use.
2) Provide budget for all costs for house completion.
3) Surveying Contractor – Stake Home – Locate utilities.
4) Excavate, grade and compact soils as required by FEMA flood plain elevation.
5) Footings and Foundation Contractor
6) Waterproof Foundation as required.
7) Install sill plate on top of foundation.
8) House Moving Contractor – Coordination (To include relocation of home from school property and setting home on foundation. To be contracted with owner.)
9) Building Permit to the City of Valley / Douglas County Permits & Inspections.
10) Plumbing Contractor – (to include owners selection of plumbing fixtures with preferred supplier.)
11) Electrical Contractor – (to include owners selection of light fixtures and rough-in locations – check to see if preferred supplier.)
12) HVAC Contractor – General Contractor to approve manufacturer of Furnace, A/C, and exhaust fans for ventilation. Check to see if preferred supplier.
13) Insulation of home and attached garage provided and completed by owner.
14) Gutter Contractor – (to include color selection and location of downspouts.)
15) Install front porch support post and railing and rear deck with steps.
16) Install siding on garage and on house as needed. (First / Second row of siding will remain off during construction at school site until house is moved to lot.
17) Frame and drywall finish attached tandem car garage.
18) Drywall Contractor – (To include drywall, taping and finish selections – to include garage.)
19) Paint Contractor – Owner to make selections for all locations to include staining or painting of all case work and finish wall paint / exterior painting and required caulking.
20)) Concrete Contractor – (To include owner approval of layout, for the installation of sidewalks, patio, driveway and curb cut / approach(s).
21) Grading Contractor – subcontractor. Check to see if preferred. Provided by Owner.
22) Landscape Contractor – Sprinkler irrigation system, tree/shrub plantings and sod: Provided by owner.
23) Additional items to be selected by Owner shall include all floor coverings, countertops, backsplashes, appliances, kitchen and bath cabinets, bathroom accessories and mirrors. Contractor to provide budget.
24) Note: Contractors may be required to be licensed and to apply for necessary permits for the legal address: 131 East Alexander Street, Valley, NE 68064.
25) Utility Hook-Ups – Electrical (Please note overhead power lines to existing house, Owner request a cost to go underground for power and internet cable to the new home.

26) General Contractor to confirm), Sewer and Water (Plumbing Contractor), Gas, and Cable (Existing Local Providers) – To be coordinated by G.C.
27) Provide temporary power/utilities, port-a-johns, and trash removal while house is under construction until completion.
28) Signed Construction Agreement provided by DC West and certificate of General Liability and Builders Risk Insurance.
29) Provide equipment and any warranties upon completion of construction.
30) Final Punch List item to include drywall and paint touch-ups, adjustment of cabinets and passage doors & hardware, windows and exterior door adjustments and any mechanical adjustments required.
31) Contractor to provide a one-year, limited home warranty.

AGENDA

Discuss, consider and take all necessary action with regard to approving educational cooperative construction agreements for the district's construction education program.

MOTION

MOTION by _____ that the Board of Education of this School District should and does hereby approve the two educational cooperative construction agreements, such agreements in the form on file with official School District records and as presented at this meeting or with such changes as are deemed necessary and in the best interest of the School District and approved by the Board President or Superintendent of Schools, relating to the School District's construction education program, and involving contributions from The Builder Foundation and construction of a house with assistance of a local contractor, and further hereby delegates authority to and authorizes and directs the Board President, or designee, to sign, execute and deliver the agreements, any agreement amendments, or other documents call for in such agreement, and to take all other action necessary to carry such agreement into effect.

Board member _____ seconded the MOTION. After discussion and on roll call vote, the following Board members voted in favor of passage and adoption of the above Motion: _____ _____.

The following Board members voted against the same: _____.

The following Board members were absent or not voting: _____.

The above Motion having been consented to by a majority of the members of the Board of Education of this School District, was declared as passed and adopted by the Board President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings Law.

DATED this 10th day of August, 2026.

DOUGLAS COUNTY SCHOOL DISTRICT 28-0015, a/k/a DC West Community Schools

BY: _____
President

ATTEST:

_____
Secretary

2026-2027 Budget

Categories	2025-2026 Budgeted	Recommended Budget for 2026-2027	Difference
Non SPED Instructional Programs	$8,519,107	$8,774,680	$255,573
SPED Instructional Programs	$2,534,928	$2,636,049	$101,121
Support Services SPED Related	$551,856	$571,000	$19,144
Support Services Non-SPED Related	$522,058	$562,623	$40,565
Support Instructional	$785,282	$805,091	$19,809
Board of Education	$111,624	$115,000	$3,376
Executive Administration Services	$384,046	$396,157	$12,111
District Legal Services	$40,000	$40,000	$0
Office of the Principal	$971,578	$1,004,576	$32,998
General Admin~ Business Services	$390,055	$400,119	$10,064
Maint & Operation of Building & Sites	$1,935,494	$1,958,339	$22,845
Vehicle Acquisition & Maintenance	$9,746	$24,746	$15,000
Non SPED Pupil Transportation	$658,246	$665,760	$7,514
SPED Pupil Transportation	$172,757	$178,803	$6,046
Categorical Grant from Corporation	$322,001	$329,646	$7,645
State Categorical Programs	$16,376	$16,686	$310
Federal Programs	$412,275	$416,517	$4,242
	$18,337,429	**$18,895,791**	**$558,362**