

School Board Executive Summary

Topic: Board Policies for Review: 3330, 3450

Date: August 10, 2026

Presented by: Nick Lesiak, In-House Legal Counsel



Recommended Action: ☐ Information Only
☐ Presentation/Discussion
☐ Discussion/Action by Board of Education
☒ Presentation/Action Next Meeting

Recommendation: None at this time. Presenting revisions to two existing policies for board discussion and consideration. Policies will be presented again for approval on August 24, 2026.

Background: The Board of Education and the District adhere to a regular policy review process to ensure: timely and appropriate updates to existing policies; the implementation of new policies as warranted; the elimination of outdated / conflicting policies; and grammatical / language revisions as needed.

3330 - District-Owned Vehicles (Business)

Modifications to this policy include language suggested by KSB's policy book (e.g. vehicles should only be used for District business, no texting and driving, no drugs or alcohol (etc.), and all accidents, tickets (etc.) have to be reported immediately).

3450 - Disposition of Damaged and Outdated School Books, Furniture and Equipment (Business)

Revisions were made to this policy so it states in plain language that the board may sell school property as provided in statute 79-10,114, rather than quoting the entire statute directly.

Attachment(s): Redline copies of policies 3330 and 3450

TOPIC CATEGORY: BUSINESS
NUMBER CATEGORY: 3000
TITLE: DISTRICT-OWNED VEHICLES OTHER THAN THOSE TRANSPORTING STUDENTS
NUMBER: 3330

~~District-owned vehicles may be driven by District personnel upon approval by the Superintendent or designee. ¶~~

~~District-owned vehicles will be used for District purposes only and are not available for personal use. ¶~~

~~District-owned pupil transportation vehicles shall be maintained to meet or exceed NDE requirements, including inspection, record keeping and filing of reports, and certifications to meet requirements of the Nebraska Department of Education.~~

District employees, Board members, and other elected or appointed District officials (collectively "District Personnel") who are not transporting children are authorized to use a District vehicle to travel to a designated location or to their home when the primary purpose of the travel serves a District purpose. District vehicles may not be used for personal purposes unless the vehicle, or the use of it, is provided to an employee as a condition of an employment contract or it is leased to District Personnel as allowed by law. District Personnel must operate District vehicles in accordance with all applicable federal, state, and local laws.

District Personnel who wish to use a vehicle owned or leased by the District and who are not transporting students must:

- Possess and provide a copy of a valid Motor Vehicle operator's license.
- Be able to read and comprehend driving regulations and written test questions.
- Obtain and provide a copy of his or her current driving record from the department of motor vehicles at least one time per school year to the superintendent or his or her designee.
- Be at least 19 years of age.

District Personnel must notify the superintendent or his or her designee about any change in their driving status or eligibility.

The superintendent or his or her designee has the discretion to prohibit District Personnel from driving a District vehicle for a citation or arrest for any offense or reason. The superintendent or his or her designee will make the final determination about the use of District vehicles.

District Personnel shall not use any electronic communication device to draft, send, read or respond to any method of written electronic communication while driving a District vehicle.

Possession of a Weapon (as defined in Policy 4281) is not permitted in a District vehicle at any time.

The use of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted in a District vehicle at any time. The use or possession of any controlled substance (unless legally prescribed to District Personnel by a physician) or any alcohol is not permitted in a District vehicle at any time.

District Personnel who receive a citation or warning citation from a law enforcement officer or are involved in an accident while operating a District vehicle must report the citation to the superintendent or his or her designee as soon as practicable, but no later than 24 hours of receipt. The superintendent must report his or her accidents, infractions, violations, or citations involving a District vehicle to the Board president.

Cross-Reference:

Policy 3312 - Safe Pupil Transportation Plan

Policy 3340 - Inspection of School Buses and Vans

Policy 3350 - Transportation of Students - Requirements for Drivers

Policy 4281 – Weapon-Free Workplace

POLICY ADOPTED: April 3, 1973

POLICY REVIEWED AND ADOPTED: January 5, 1987

POLICY AMENDED: November 16, 2015

POLICY AMENDED: August __, 2026

TOPIC CATEGORY: BUSINESS
NUMBER CATEGORY: 3000
TITLE: DISPOSITION OF DAMAGED AND OUTDATED
SCHOOL BOOKS, FURNITURE AND EQUIPMENT
NUMBER: 3450

In selling District property, whether real or personal, the Board shall be mindful of its financial obligation to the taxpayers of the District. The Board may sell school property in the manner it deems most appropriate for the particular property (e.g., by taking bids, by auction, or by selling the property for a specified price). The Board must take action at a regular meeting to approve the sale or disposal of property by the statutorily required two-thirds vote of the members before selling or disposing of it. Any proceeds of sale of property sold pursuant to this Policy may be held separately from other District funds and may be used for any District purpose as the Board may determine.

~~"No school property of any kind, belonging to any school district of the third class, shall be sold by the board of education except at a regular meeting of the same, and not then without an affirmative recorded vote of at least two thirds of all the members of the board. Proceeds of sale of school property, sold as above provided, may be held separately from other funds of the school district and may be used for any school purpose as the board of education may determine, including, but not limited to, acquiring sites for school buildings or teacherages and purchasing existing buildings for use as school buildings or teacherages, including the sites upon which such buildings are located, and the erection, alteration, equipping and furnishing of school buildings or teacherages."~~

Legal Reference: Statute 79-~~521~~ 10,114

POLICY ADOPTED: April 3, 1973

POLICY REVIEWED AND ADOPTED: January 5, 1987

POLICY AMENDED: August 10, 2026