

Agenda for the Board of Education Meeting
November 24, 2025, at 6:00pm

Mission: *The mission of Papillion La Vista Community Schools, an organization dedicated to greatness, is to prepare all students to realize their unique aspirations through rigorous instructional and innovative educational pathways, delivered by highly qualified, passionate educators through bold partnerships with families and community.*

Strategic Alignment: Goal #1-Curriculum & Instruction- Goal #2-Mental Health- Goal #3-Human Resources or General Operations

Nebraska Open Meetings Law: Posted at entrance to room.

Notes Regarding Agenda: The Board will generally follow the sequence of the published agenda but may change the order of items when appropriate and may elect to act on any of the items listed.

I. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Excused Absences (*Motion Needed*)

II. Communications (*Reports and Celebrations*)

- A. Military Advisory: Col Chad Backes, 55th Wing Deputy Commander
- B. Presentation: PLCS Middle Schools: Transitions In and Out of Middle School
- C. Reports
 - 1. Superintendent's Report
 - 2. Board Member Reports
- D. Committee Reports
 - 1. Buildings, Grounds, & Finance
 - 2. Human Resources & Student Services
 - 3. Curriculum & Americanism

Public Comment for Items on the Agenda*

Requests to speak to items on the agenda will be heard when the agenda item is presented for discussion

III. Action Items (*Motion Needed*)

- A. Action by Consent
 - 1. Approval of Meeting Agenda
 - 2. Finance
 - 3. Out-of-State Travel
 - 4. Personnel
 - 5. Board Meeting Minutes of November 10, 2025
- B. 2026-27 Student Calendar (General Operations)

IV. Discussion/Information Items

- A. 2025-26 Superintendent Evaluation (General Operations)
- B. Patriot and Walnut Creek Renovations (General Operations)
- C. Staffing Proposal 2026-27 (Goal #3)
- D. Review Policy 8000 (General Operations)
- E. Executive/Closed Session - Teacher Negotiations

V. Public Comment for Items Not on the Agenda*

During this time the Board will listen only to all comments and will not answer questions or engage the speaker as required by the Nebraska Open Meetings Law.

VI. Future Board Calendar

November 26, 2025	No School – Staff Trade Day
November 27-28, 2025	No School – Office Closed - Holiday
December 8, 2025	Board of Education Meeting @ 6:00pm - Central Office

VII. Adjournment

The Papillion La Vista Community Schools Board of Education reserves the right to go into Closed Session for purposes in accordance with Nebraska Open Meetings Act NE REV STAT 84-1407 through 1414.

***Public Comment Categories: Items on the Agenda and Items Not on the Agenda:** Comments may take place as provided on this agenda. Individuals wishing to address the Board must complete the appropriate *Guidelines for Public Comment Form* with the date, topic, name, address and organization representation (if appropriate) and give it to the Board Clerk prior to the initial Call to Order. When called upon by the presiding officer, the individual shall proceed to the podium and state their name and address. An individual may not exceed three (3) minutes and total time for all individuals who want to speak shall not exceed 30 minutes per category unless a majority vote of the Board approves extending allocated time. This time for public comment shall not be used to address specific individual student discipline or employee performance issues. Complaint and grievance processes are in place to deal with issues of this nature.

Information may also be shared with the Board through email. Contact information is located on the district webpage: <https://www.plcschools.org>

Subject: Transitioning To and From Middle School

Meeting Date: November 24, 2025

Prior Meeting Discussion Date:

Department: Middle School Assistant Principals: Allyson Judson, Trent Lyons and Spencer Choquette

Action Desired: Approval _____ Discussion _____ Information Only X

Background: The PLCS Middle School Assistant Principals will be presenting on the purpose and processes used to support students transitioning in and out of middle school. Middle school is a time of continual change and transition as the students only have two years in the building. The Assistant Principals will share how they support students and families to make the most out of these two years by ensuring they are ready for the next step.

Recommendation:

Responsible Person: Shureen Seery

Superintendent's Approval _____
Andrew J. Rikli
Signature

RETURN TO AGENDA

**PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27
FINANCIAL STATEMENT
10/31/25**

BEGINNING G/L BALANCE AS OF 10/1/2025		13,914,388.15
REVENUE:		
State Aid		2,163,292.00
Property Taxes Sarpy		1,272,220.87
Douglas Taxes		160.54
Special Ed		0.00
Grant Revenue		48,492.00
MIPS/MAPS		40,743.26
Interest Earned on Bank Accounts		78,657.33
School Lunch Program Receipts		785,514.19
Tuition Express (preschool tuition)		10,790.90
Misc. Items		145,747.19
	TOTAL REVENUE	\$4,545,618.28
DISBURSEMENTS:		
Payroll		5,930,711.46
Payroll Taxes		2,056,486.18
Vendor Payments/Mileage Reimb. General Fund		4,569,747.44
Payflex Fees		835.20
Health Savings Acct.		39,151.27
Retirement ACH		1,293,367.99
	TOTAL DISBURSEMENTS	13,890,299.54
ENDING BALANCE AS OF 10/31/25		4,569,706.89

Treasurer

RETURN TO AGENDA

**PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27
BOND FUND FINANCIAL STATEMENT
10/31/25**

BOND FUND #3

Balance 10/1/2025 \$ 7,324.06

REVENUE:

Sarpy County Property Tax	189.16	
Interest	24.42	
Deposit	0.00	
Internal Transfer		
TOTAL REVENUE		\$ 213.58

DISBURSEMENTS:

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	
TOTAL DISBURSEMENTS		\$0.00

ENDING BALANCE THRU 10/31/2025 \$ 7,537.64

BOND FUND #4

Balance 10/1/2025 \$5,772,994.04

REVENUE:

Sarpy County Property Tax	28,630.18	
Interest	19,027.04	
Internal Transfer	0.00	
Deposit	0.00	
TOTAL REVENUE		\$ 47,657.22

DISBURSEMENTS:

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	
Fee	0.00	
TOTAL DISBURSEMENTS		\$0.00

ENDING BALANCE THRU 10/31/2025 \$ 5,820,651.26

BOND FUND #5

Balance 10/1/2025 \$5,663,748.16

REVENUE:

Sarpy County Property Tax	31,823.58	
Interest	18,673.73	
Internal Transfer	0.00	
Deposit	0.00	
TOTAL REVENUE		\$ 50,497.31

DISBURSEMENTS:

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	

TOTAL DISBURSEMENTS \$0.00

ENDING BALANCE THRU 10/31/2025 \$5,714,245.47

BOND FUND #6

Balance 10/1/2025 \$7,501,223.20

REVENUE:

Sarpy County Property Tax	57,830.65	
Interest	24,760.34	
Internal Transfer from bond 7	0.00	
Deposit	0.00	
TOTAL REVENUE		\$ 82,590.99

DISBURSEMENTS:

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	
TOTAL DISBURSEMENTS		\$0.00

ENDING BALANCE THRU 10/31/2025 \$7,583,814.19

BOND FUND #7

Balance 10/1/2025 \$4,784,469.15

REVENUE:

Sarpy County Property Tax	26,787.60	
Interest	15,774.52	
Internal Transfer		
Deposit	0.00	
TOTAL REVENUE		\$ 42,562.12

DISBURSEMENTS:

Principal/ Interest Payments	0.00	
Internal Transfer to Bond 6	0.00	
TOTAL DISBURSEMENTS		\$0.00

ENDING BALANCE THRU 10/31/2025 \$4,827,031.27

RETURN TO AGENDA

Treasurer

**PAPILLION-LA VISTA DISTRICT #27
BUILDING FUND FINANCIAL STATEMENT
Oct-25**

BUILDING FUND

Beginning Balance 10/01/2025 2,173,224.43

Receipts:

Tax Revenue - Sarpy County/LC	9,284.98
Interest	6,181.48
Internal Transfer	0.00
Misc. Deposits - NDE Deposit	0.00
	15,466.46

Disbursements:

A/P Checks	497,866.29
Internal Transfer	600,000.00
	1,097,866.29

Ending Balance 10-31-25 Per G/L 1,090,824.60

CONSTRUCTION FUND

Beginning Balance 10/01/2025 39,189,429.57

Receipts:

Tax Revenue - Sarpy County/LC	0.00
Interest	127,998.90
Bond Refunding/Misc. Receipts	0.00
Internal Transfer from gen fund	0.00
	127,998.90

Disbursements:

A/P Checks	3,085,851.25
Internal Transfers To Gen Fund	0.00
Investing Fees	0.00
Transfer to Five Points	6,500,000.00
	9,585,851.25

Ending Balance 10-31-25 Per G/L 29,731,577.22

Treasurer

RETURN TO AGENDA

PAPILLION LA VISTA COMMUNITY SCHOOLS #27
MONTHLY STAFF TRAVEL REQUEST
BOARD OF EDUCATION
November 24, 2025

STAFF MEMBER	DATE AND DESTINATION	CONFERENCE / WORKSHOP	ESTIMATED REGISTRATION / TRANSPORTATION / LODGING / MEALS	ESTIMATED SUB COST
Andy Rikli	January 27-30, 2026 Tucson, AZ	ERDI Winter Institute	\$0.00	\$0.00
Axel Moncada	June 28 - July 3, 2026	National Athletic Training Association Conference	\$2,302.00 (A)	\$0.00
Jeremy Haselhorst & Kyle McMahon	January 15-18, 2026	Boulder Running Clinic	\$2,270.00 (A)	\$720.00 (A)
OUT-OF STATE TRAVEL FOR STUDENTS AND STAFF Estimated General Fund Expenditures				
Matthew Rom, Christian Gray, 4 Chaperones & 40 students	April 15-19, 2026 Dayton, Ohio	WGI Grand Nationals - Indoor Percussion	\$26,180.00 (A)	\$0.00
Colin Frye, 4 Chaperones & 45 Students	April 17-19, 2026 Dayton Ohio	WGI Grand Nationals - Winds	\$17,860.00 (A)	\$360.00 (A)
Hannah Rothermund, Brooke Winsor, Macayla Laher, Brad Rohn & 12 Students	February 27 - March 1, 2026 Chicago, IL	WGI Chicago Super-Regional Competition	\$5,950.00 (A)	\$180.00 (A)
Joel Hueser, Jim Simpson, Joseph Cooley, Trey Tiefenthaler, Hayden Bahl, Ray Keller & 20 Students	December 11, 2025 Hull, Iowa	PLSHS - Basketball Boys	\$1,289.00 (A)	\$1,080.00 (A)
Andy Gerlecz, Seth Armstrong, Tate Norblade, Natasha Kerrigan & 18 Students	December 11, 2025 Hull, Iowa	PLSHS - Basketball Girls	\$1,289.00 (A)	\$540.00 (A)

Expenses are estimated until travel is completed and bills submitted.
(D) District (G) Grant (A) Activity (O) Other

Return to Agenda

**PAPILLION LA VISTA COMMUNITY SCHOOLS #27
PERSONNEL ACTIONS
BOARD OF EDUCATION
November 24, 2025**

Resignations - End of 2025-26

Kathryn Raab	School Nurse	Hickory Hill
Deborah Allen	English Language Learner	La Vista Middle School

Leave of Absences - 2026-27

Taylor Wees	Special Education	Papillion La Vista South High School
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New Contracts - 2025-26

Glenda Vance	Special Education	Elementary TBD
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Glenda will receive her Bachelor's degree from Wayne State College in December 2025. She is currently completing her student teaching at Carriage Hill Elementary and Papillion Middle School.

Kendra Villalpando	Art	Patriot/Trumble Park
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Kendra received her Master's degree from Western Governors University in Utah in May 2023. She is currently a Fourth and Fifth Grade Teacher at Liberty Intermediate School in England. She was previously a Third Grade Teacher at Okaloosa County School District in Florida.

Sarah Hazlewood	School Nurse	Carriage Hill
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Sarah received her Bachelor's degree from Mercy College of Health Sciences in August 2024. She is currently a Registered Nurse at UnityPoint Health in Iowa.

New Contracts - 2026-27

Reagan Harris	Special Education	Elementary TBD
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Reagan will receive her Bachelor's degree from Nebraska Wesleyan University in May 2026. She is currently an after school care provider at Everett CLC in Lincoln. Reagan will be a student teaching with PLCS in Spring 2026.

Zakia Dawe	Elementary Teacher	Elementary TBD
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Zakia will receive her Bachelor's degree from the University of Nebraska Omaha in December 2025. She is currently completing her student teaching at Tara Heights Elementary. Zakia is a PLCS graduate.

PAPILLION LA VISTA COMMUNITY SCHOOL DISTRICT #27
Board of Education Proceedings
November 10, 2025

The Board of Education of the School District of Papillion La Vista, in the County of Sarpy, in the State of Nebraska, met in open and public session at 6:00p.m., Monday, November 10, 2025. The meeting was held at the Papillion La Vista Community Schools Administration Office, 420 South Washington Street, Papillion, Nebraska.

Notice of the meeting was provided in advance by publication in the *Sarpy Times*, November 5, 2024. Notice of the meeting was simultaneously given to all members of the Board of Education. Their acknowledgment of receipt of the agenda is maintained at the Papillion La Vista Community Schools Administration Office. The proceedings, hereafter shown, were taken while the convened meeting was open to the attendance of the public.

Call to Order

Board President SuAnn Witt called the meeting to order and publicly stated a copy of the Nebraska Open Meetings Law is posted at the entrance to the Board Room. Ms. Witt led the group in the Pledge of Allegiance.

Roll call was taken. Board members present were: Mr. Skip Bailey, Ms. Elizabeth Butler, Mr. Marcus Madler, Ms. SuAnn Witt, Mr. Brian Lodes, and Ms. Lisa Wood.

Recognition

Dr. Rikli recognized Ms. Emily Hegge, a freshman at Papillion La Vista High School, for winning the 2025 NSAA Class A Girls State Cross County Champion. Dr. Rikli also recognized La Vista Middle School for their achievement as the 2025 Nebraska State Junior High Cross Country Champions.

Student Council

Maddie Larsen, representative from Papillion La Vista South High School, reported for the Student Council. PLSHS has recently kicked off ACT prep. The College and Career Fair was held on October 29 with a wide range of career paths available for students to explore. The PLSHS Journalism staff earned the Cornhusker Award for their outstanding yearbook publication. The State Student Council Convention was hosted at PLSHS on October 13. The Titan Volleyball team captured another State Championship. The Titan Football team is heading to the Final Four this Friday, where they will face Creighton Prep at Burke. The Boys Cross Country team had a strong season, with Aiden Gehring finishing 2nd overall at the State Meet. The Girls Cross Country team had a fantastic season, finishing with two state medalists - Emily Hegge, State Champion and Ashly Carter, who placed 6th. Winter sports will kick off on Monday, November 17. The Titan Theater will present their fall musical *Curtains* this week. The Titan Marching Band finished 3rd at the NSBA State Competition. The PLSHS Choir program is busy preparing for their December concert.

Communication

No Public testifiers testified.

Superintendent's Report

Dr. Andy Rikli provided a report of highlights and activities. Dr. Rikli thanked the community for attending the meeting and the community members that are watching the meeting on YouTube. We are almost half way through the second quarter. Dr. Rikli talked about the Access Your Future Night, where we highlight all of our Academy Programs for students and families. Dr. Rikli thanked Dr. Christopher Villarreal for the Pick Me Ups that are occurring this quarter for staff, which includes popcorn colored in their school colors. Dr. Rikli talked about the advisory meetings that occur throughout the course of the year. Dr. Rikli attended the Unified Bowling event.

Dr. Rikli mentioned a couple of big events coming up: recognizing the Titan Volleyball team for their state championship, Titan Football this Friday, and plays occurring at both of our high schools. Dr. Rikli thanked all the Veterans and active duty military men and women for their service, including Mr. Skip Bailey.

Board Comments

Mr. Lodes attended a liaison lunch at La Vista West Elementary. Mr. Lodes attended the Titan Volleyball championship game.

Mr. Bailey attended a liaison lunch at YATP. Mr. Bailey thanked the Veterans for their service.

Committee Reports

- Building & Grounds & Finance: Mr. Madler reported the committee had not met.
- HR & Student Services Committee: Mr. Lodes reported the committee had met. Agenda items discussed were the Voluntary Separation process, early preliminary staffing, and the 2026/2027 Student Calendar.
- Curriculum and Instruction Committee: Mr. Bailey reported the committee had not met.

Action Items

A motion was made by Mr. Lodes and seconded by Ms. Wood to approve the Action by Consent Items: The meeting agenda, bills, out of state travel, personnel items, the Board meeting minutes of October 27, 2025. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Butler, Madler, Witt, Lodes, Wood and Bailey. Nays: None. The motion carried.

A motion was made by Mr. Lodes and seconded by Mr. Madler to approve entering into a purchase agreement with Sterling Computers for a total purchase amount of \$158,750.00 to replace desktops for classified staff across the district. There were no comments from the audience. Roll call vote was taken. Ayes: Madler, Witt, Lodes, Wood, Bailey and Butler. Nays: None. The motion carried.

Discussion/Information Items

Dr. Kati Settles provided the proposed district calendar for the 2026-27 school year that includes 173 student days for elementary students and 175 student days for secondary students. For staff it includes 187 days with an additional 3 not shown for parent teacher conference time. The first day of school for students would be August 12, 2026, for K-7 & 9 th grade students. The last day of school for students would be May 21, 2027. Spring Break is scheduled for March 22-26, 2027. Inclement weather days are built into the calendar, with February 15, March 29, April 26, and May 24-26 as possible make-up days if needed. Seniors could have a make-up day on the afternoon of May 6 and on May 7. Graduation is scheduled for May 9th

Board President Witt reviewed the future board calendar.

Board President Witt adjourned the meeting at 6:46pm.

Lisa Wood, Secretary
Papillion La Vista Community School District
Board of Education

Subject: 2026-27 School Calendar

Meeting Date: November 24, 2025

Prior Meeting Discussion Date: HR Subcommittee November 10, 2025
Board Meeting November 10, 2025

Department: Human Resources

Action Desired: Approval X Discussion _____ Information Only _____

Background:

The proposed district calendar for the 2026-27 school year includes 173 student days for elementary students and 175 student days for secondary students. For staff it includes 187 days with an additional 3 not shown for parent teacher conference time. The first day of school for students would be August 12, 2026, for K-7 & 9th grade students. The last day of school for students would be May 21, 2027. Spring Break is scheduled for March 22-26, 2027.

Inclement weather days are built into the calendar, with February 15, March 29, April 26, and May 24-26 as possible make-up days if needed. Seniors could have a make-up day on the afternoon of May 6 and on May 7. Graduation is scheduled for May 9th.

Recommendation: Motion to approve the 2026-27 school calendar as presented.

Responsible Person: Dr. Kati Settles

Superintendent's Approval _____
Andrew J. Rikli
Signature

RETURN TO AGENDA

Summer Break

July 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

13.5 Student/17 Teacher Days
3 Aug - New Certified Special Education
4-6 Aug - New Certified
7 Aug - All Staff Kick Off
12 Aug - **First Day of School**
 1/2 Day - K-7 & 9 Grade
 No School - 8 & 10 - 12 Grade
 K-6 Early Release: 11:40 a.m.
 7 Early Release: 11:00 a.m.
 9 Early Release: 1:00 p.m.

20 Student Days
21 Teacher Days
7 Sept - No School
 Labor Day
8 Sept - No School
 Staff Development

September 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

20 Student Days
21 Teacher Days
9 Oct - No School
12 Oct - No School
 Staff Development & Paraprofessional Day

17 E & 18 S Student Days
19 Teacher Days
2 Nov - No Elementary School
 Elementary Teacher
 Staff Development Day
25 Nov - No School
 Staff Development
 Trade Day
26-27 Nov - No School
 Fall Break

November 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

14 Student Days
14 Teacher Days
18 Dec - End 1st Semester
16 - 18 Dec - High School
 Final Exams
21 - 31 Dec - No School
 Winter Break

18 Student Days
20 Teacher Days
1 Jan - No School
 Winter Break
4 Jan - No School
 Staff Development
18 Jan - No School
 Staff Development

January 2027

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

18 E & 19 S Student Days
20 Teacher Days
5 Feb - No Elementary School
 Elementary Teacher
 Staff Development Day
15 Feb - No School
 Staff Development & Paraprofessional Conference
 Possible Makeup Day

17 Student Days
18 Teacher Days
22-16 March - No School
 Spring Break
29 March - No School
 Staff Development
 Possible Makeup Day

March 2027

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

21 Student Days
22 Teacher Days
26 April - No School
 Staff Development
 Possible Makeup Day

14.5 Student Days
15 Teacher Days
6 May - Senior's Last Day
 Possible Makeup Full Day for Seniors
7 May - Possible Makeup Day for Seniors
9 May - Graduation
19-21 May - High School Final Exams
21 May - Last Day of School
 K-6 Early Release: 11:40 a.m.
 7 - 11 Early Release: 11:00 a.m.
24-26 May - Possible Makeup Days
31 May - Memorial Day

May 2027

Sunday	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Summer Break

- New Certified Days
- No School Students & Staff
- No School Students (Staff Development Day)
- First & Last Day of School
- No School Elementary Students
- High School Testing Days
- Senior's Last Day
- Possible Make Up Days
- Possible Senior Make Up Days

Middle School (7-8): 8:00 a.m. - 3:10 p.m.
 Middle Schools begin at 8:20 a.m.
 every Wednesday
 1st Semester: 85.5 days
 2nd Semester: 89.5 days = 175 days

High School: 8:00 a.m. - 3:20 p.m.
 High Schools begin at 8:20 a.m.
 every Wednesday
 1st Semester: 85.5 days
 2nd Semester: 89.5 days = 175 days

Subject: Superintendent Evaluation 2025-26

Meeting Date: November 24, 2025

Prior Meeting Discussion Date:

Department: Board of Education

Action Desired: Approval _____ Discussion X Information Only _____

Background:

The Board of Education, as a committee of the whole, annually reviews the Superintendent’s performance. In accordance with Board Policy and Procedures the resulting performance evaluation shall be a consensus of the Board and shall be documented using the evaluation instruments approved by the Nebraska Department of Education. Results will be shared with the Superintendent by the Board President. Input from all Board Members was collected using an online survey.

The calendar for completion of the Superintendent’s Evaluation is as follows:

- November** – Gather data from Board Members, the Board will reach consensus regarding the Superintendent’s performance and will review results with the Superintendent.
Board will formally acknowledge the completion of the Superintendent’s performance evaluation.
- Continuously** – Receive reports, updates and subcommittee summaries presented at board meetings.

Recommendation: Review all data gathered and come to consensus regarding the Superintendent’s performance. The Board is required to evaluate their Superintendent in open session.

Responsible Person: Board President SuAnn Witt & Andrew Rikli

Superintendent’s Approval _____
Andrew J. Rikli
Signature

Papillion La Vista Community Schools
Proposed Superintendent Goals, 2025-26
November 24, 2025
Mid-Year Update

These draft goals have been approved by the PLCS Board of Education. The goals are based on feedback from the 2024-25 BOE Superintendent Evaluation, the 2024-25 Superintendent Survey, 2024-25 Staff Survey, and the draft District Strategic Planning Goals.

Superintendent Goals, 2025-26

1. Implement new District Strategic Planning process

Action Steps

- Review the recommendations from the District Community Advisory Committee including internal staff, parents, students, and the Board of Education
- Identify Action Plan team leads and Action Plan team members
- Develop Action Plans to carry out the newly identified Strategic Plan themes
- Utilize Superintendent's Student Advisory Committee to increase involvement of student body
- Develop community engagement and communication strategies to involve District stakeholders in the implementation process
- Involve the internal and external advisory groups to assist with the development of the plan and selected goal areas
- Deploy Districtwide survey regarding the Strategic Planning process
- Identify strategies to more closely align branding and the annual District Theme of "The PLCS Mixtape" with the five-year Strategic Plan
- Host the District's comprehensive NDE Rule 10 visit in December 2025

December Update: The District has made significant progress on its Strategic Plan. The District Community Advisory met over the summer and identified two broad goals areas for the Board to consider along with revised Mission and Belief Statements. The Board reviewed the Mission and Belief Statements and formally adopted them earlier this fall. Since then, six (6) Action Plan teams have been formed to support the Strategic Plan. Each of these six teams has two co-leads and several members that serve as subject matter experts. Training for the teams occurred earlier this fall. Each Action Plan team has met at least once already and will work on plans that will be reviewed by Cabinet and the Board. These plans will address identified strategic issues such as mental health and academic systems rigor. The Community Advisory Council that met last summer will meet again this winter to review the plans. The District will deploy seven brief surveys over the course of the school year (in lieu of the one end-of-year survey that was administered in the past) and many of the questions will align with the Strategic Plan goals. So far, two of the seven surveys have been administered. These plans have been shared with the Superintendent's advisory groups including the Classified, Teacher, and Business/Elected Officials groups which have met several times during the first semester. The Student Advisory has met several times so far this school year, but the early conversations have been around school safety. Lastly, the District will host a comprehensive Rule 10 audit visit on December 2-4. We expect that some of the findings from the audit will be incorporated into the District's planning goals.

2. Develop communication and engagement strategies for District staff and residents

Action Steps

- Evaluate the effectiveness of current districtwide celebrations including the Welcome Back event and the Employee Retirement/Years of Service event
- Evaluate the effectiveness of the annual District staff and parent surveys to determine any necessary revisions
- Continue Bond Communication Plan including re-starting the Bond Squad series and signage at work sites
- Review annual Superintendent Evaluation survey data with admin team and Board

- Develop new Central Office signage that highlights Purple Star school and Diamond Safety status school designations
- Review the structure and membership of all internal and external District advisory committees
- Continue community outreach efforts including the District’s Community Empowerment initiative
- Continue Season Two of District podcast “Mindshift” with an emphasis on issues relating to staff, parents, and taxpayers
- Review staff and community engagement tools including District website, Peachjar, Class Intercom, and District app
- Evaluate the effectiveness of the PLCS Pick Me Up and staff recognition programs including Moments That Matter
- Continue Superintendent’s participation in local and statewide Boards including United Way of the Midlands, College Possible, PLCS Teammates, Educators Health Alliance, CHI Midlands Hospital, Omaha Zoological Society and Offutt Advisory Council
- Continue active involvement in the legislative process including participation in GNSA, participation in the Commissioner’s Superintendent Advisory, and regular meetings with Governor Pillen

December Update: Several different goals have been met in the area of communication and engagement. The annual Welcome Back event was held at Foundation Field and though it didn’t go as well as hoped due to weather challenges and A/V issues, several lessons were learned. The District has visited other venues and will likely select The Astro in La Vista as the host for the 2026 Welcome Back event. Several significant changes have been made to the staff and parent survey. Instead of a comprehensive survey administered in April, the decision was made to administer several shorter surveys throughout the school year. So far, two of the planned seven surveys have been completed by staff and parents. The Bond Squad student communication vehicle has been re-started, and signage has been completed recognizing the Purple Star status and Diamond Safety designation that all PLCS schools recently received. Results from the annual Superintendent Survey were shared with all District administrators during the back to school retreat in July, and the results were also shared with the Board of Education. The District has continued with its family engagement plans including its award-winning Mindshift podcast, two family engagement events, and two screenings of “Screenagers” at PLHS and PLSHS. District administrators recently completed their first semester Pick Me Ups by hand-delivering customized popcorn to all schools and programs. A recent community event was held at Lincoln View Elementary to meet the new principal and unveil the new school colors and mascot. Dr. Rikli has continued his involvement with local, state, and regional Boards and has provided a summary of his involvement to the Board.

3. Implement enhanced Curriculum, Instruction, Assessment, and Technology priorities

Action Steps

- Monitor student achievement data and make necessary steps to support lower performing schools and student subgroups
- Continue implementation of K-12 districtwide English Language Arts curriculum adoption
- Begin Toolbox process for K-12 districtwide Mathematics curriculum adoption
- Pilot updated Skills for Success program including new implementation at high school level
- Finalize plans for new state-level CLSD (Comprehensive Literacy State Development) grant to support K-12 literacy efforts
- Monitor special education legal issues regarding age-out provisions
- Implement plans for IDEAL School program guidelines and admission criteria
- Continue monitoring District student behavior support programs including the new Strive 360 program and registered behavior techs
- Implement program review recommendations from districtwide Early Childhood Programs
- Develop plan for new Learning Community 2.0 grant funds including new literacy specialist and student attendance positions
- Implement program review recommendations from districtwide technology audit
- Begin Districtwide HAL (High Ability Learner) program review

- Continue implementation of recommendations from NDE Frameworks accreditation visit
- On-board new positions including Mental Health Supervisor position and Cooperation Best business partnerships coordinator

December Update: The District continues to closely monitor the academic status of all schools including the AQuESTT ratings that will be publicly released later this semester. At Walnut Creek Elementary, for example, significant support has been given by the CO in the area of grant development and professional development to help the building whose special education subgroup has been underperforming. The Toolbox process continues to be successful with feedback on the Amplify CKLA curriculum continuing to be praised by parents and teachers. Work has started on the new mathematics adoption. No new progress has been made on the special education legal issue; the District is monitoring the status of parents who may choose to pursue legal action against the NDE. The District was awarded a CLSD grant by the Nebraska Department of Education which will be used for training and support for elementary and secondary literacy efforts. The IDEAL School held its first student draft of the semester and based on feedback from a recent Liaison Lunch, the program is working as intended. IDEAL is currently operating slightly below its stated student capacity. Recommendations from the Tech Audit and Early Childhood program review are being implemented along with recommendations from the Frameworks Accreditation visit last January. The Learning Community grant dollars were carried over from last year which means the District will have significant resources to assist with school social workers, floater subs, and strategies to support student attendance. The upcoming Rule 10 audit visit may lead to additional recommendations from the NDE. Stephanie Hoelsing has successfully transitioned into her new role as District Mental Health Supervisor, and Priscilla Petersen has taken over the Cooperation BEST business partnership.

4. Expand District Staff Recruitment and Retention, and Succession Planning strategies

Action Steps

- Develop new strategies in difficult to fill positions such as paraeducators, food service, and specialized teaching positions
- Onboard new Director of Student Services and re-organize HR/SS team as needed
- Hire and onboard new administrative positions including the Principal at Hickory Hill and Director of Secondary Curriculum
- Evaluate effectiveness of the compensation model for Student Teachers and the staff retention/recruitment stipends
- Expand pathways and partnerships such as Teacher Ladder and the Education Academy to grow our own teachers and paraeducators
- Re-launch the Retired Teacher/Retired Admin Advisory group
- Review employee recruitment and retention strategies to enhance greater staff diversity
- Continue comprehensive leadership succession planning priorities including the PLCS Leadership Cohort and participation in the Midstates Superintendent Academy for identified future leaders
- Review statewide salary study of district level and building level administrators to determine appropriateness of staff compensation
- Expand implementation of Frontline Pay Flex system to allow employees increased flexibility with pay periods

December Update: The District has made remarkable progress filling both certified/teacher and classified positions. The District filled all teaching positions to start the year though a few support positions, including a Speech-Language Pathologist and School Psychologist, went unfilled. The District is always looking for additional paraeducators but based on feedback from our building principals, our fill rates are showing progress. The new Director of Student Services, Missy Stolley, started work in July and has already been involved in several key decisions including the recent conversation regarding high school enrollment. The Director of Secondary Curriculum and Principal at Hickory Hill positions have been publicly posted. We anticipate interviewing and selecting candidates for both positions prior to Winter Break. The HR Department continues to support several non-traditional teacher pathway programs including the Teacher Ladder and active participation in the Education Academy. The HR Department continues to attend recruitment fairs, college recruitment visits, and Walk in Wednesdays as a way to recruit outside talent. Dr. Settles has collected names for a future retired staff advisory

group that will meet 2-3 times per year. The District has continued its involvement in the Mid-States Superintendent Academy (Dr. Tammy Voisin) and has continued its internal Leadership Cohort group. The new Frontline Pay Flex system has been formally adopted and at last check, over 100 employees are utilizing this new payroll/finance/banking solution.

5. Implement plan for bond facility and safety projects

Action Steps

- Continue the prioritization of bond projects and construction timelines with the Board of Education
- Complete building renovations and expansions at Bell, Portal, PLHS, PLSHS, LVMS, and PMS
- Continue work on Lincoln View Elementary including finalization of construction, transition of new principal, selection of new staff, and addition of new transportation routes
- Explore possible enrollment boundary updates for other fast-growing elementary schools
- Collaborate with the PLCS Foundation on the proposed Community Engagement Center to include possible purchase of current Foundation headquarters building
- Develop policy recommendations to establish long-term plan to balance student enrollment at both high schools
- Monitor the effectiveness of the current transportation provider including the addition of new elementary routes and the incorporation of GPS tracking for parents
- Open and evaluate the effectiveness of the new Young Adult Transition Program (YATP)
- Develop guidelines and best practices for the new SRO supervisor position
- Implement updated school safety measures including controlled access entryways, new fencing, security film, enhanced communications system, and door monitoring software.
- Update District crisis, safety, and threat assessment protocols and training for staff
- Continue collaboration with area law enforcement agencies including threat assessment and tabletop exercises
- Develop a plan to support staff and students with mental health needs including expanded EAP visits for staff, Safe to Help Hotline, and embedded mental health therapists in our high schools
- Develop long-term facility needs plan for all Districts facilities in the next 5-10 years
- Expand and reorganize District Incident Management Team (DIMIT) including a review of roles and responsibilities including new SRO position and Director of Buildings and grounds

December Update: Work on the 2023 Bond continues to be on pace. Trumble Park and Tara Heights are completed, Bell and Portal are nearing completion, and the turf room/activity space at PLHS was recently completed. Work will continue at LVMS and PMS. Lincoln View Elementary is scheduled for completion in May, well ahead of the official opening in August 2026. Several conversations with the Board and staff have occurred regarding balancing enrollment at PLHS and PLSHS. An ad hoc committee of three Board members met to review the enrollment data and make recommendations regarding in-district transfers and option enrollment students. The current transportation provider, First Student, has had some challenges with timely bus routes particularly as new routes were added at Prairie Queen Elementary, but overall things are working as intended. The early returns on the new Young Adult Transition Program (YATP) have been promising. The District hosted a ribbon-cutting event and staff meetings at the facility, and the feedback from staff has been positive. The District is collecting data on the effectiveness of the new SRO position. Sgt. McClannan has been a positive addition to the team and has been proactive in supporting buildings when officers are out and has also assisted the District during its monthly safety tabletop exercises. We are also collecting data on the position's visibility at elementary buildings. The DIMIT safety team has several new members, but the group appears to be working well together. They recently traveled as a team to a safety training in Lincoln, and generated a memo outlining their duties and responsibilities that will be shared with the entire administrative team.

DRAFT

Subject: Patriot and Walnut Creek Elementary Construction Project Overview

Meeting Date: November 24, 2025

Prior Meeting Discussion Date: Bond Discussions

Department: Business Services

Action Desired: Approval _____ Discussion Information Only _____

Background:

The Patriot and Walnut Creek Elementary School renovation addition projects were part of the Bond construction projects passed by voters in May of 2023. Architectural firm BCDM will give the Board and the public an overview of the project for the elementary schools, which will begin in the spring of 2026 and be completed in the summer of 2027. These projects are a part of Construction Manager at Risk (CMR) projects with Boyd Jones and Sampson Construction. The Guaranteed Maximum Price for these projects will be presented for action at a future Board meeting.

Recommendation: Discussion/ Information

Responsible Person: Brett Richards

Superintendent's Approval _____
Andrew J. Rishi
Signature

RETURN TO AGENDA

Subject: Certified Staffing Needs for 2026-27 School Year

Meeting Date: November 24, 2025

Prior Meeting Discussion Date: November 16, 2025, HR/SS Subcommittee Meeting

Department: Human Resources

Action Desired: Approval _____ Discussion Information Only _____

Background:

Information will be presented regarding staffing requests for the 2026-27 school year.

Recommendation:

Responsible Person: Dr. Kati Settles

Superintendent's Approval _____
Andrew J. Rhini
Signature

RETURN TO AGENDA

Subject: Policy Review 8000 Series- Board Organization and Operation

Meeting Date: November 24, 2025

Prior Meeting Discussion Date: Board Meeting, August 11, 2025
 HR Subcommittee Meeting, November 10, 2025

Department: HR/Student Services

Action Desired: Approval _____ Discussion X Information Only _____

Background:

Board Policy 8000 – Board Organization and Operation are due for the annual review and were brought before the Board of Education initially on August 11, 2025. Recommendations for the Board’s consideration will be shared for discussion on November 24, 2025. Any changes would be acted on at the December 8, 2025, meeting of the Board.

General changes throughout 8000 policy

- Replaced “subcommittee” with “standing committee” or “committee” as appropriate.
- Formatting and grammar updates
- Added Neb. R.S.S. reference where applicable
- Removed redundancy

Moves/Adds/Changes

- 8002: added the word “state” to read “state” legislatures
 Changed his/her to “their” to match district standard language
- 8003: Delete first three paragraphs (redundant), begin section with “After development...”
 Replace should with “shall”
 Delete redundant wording “by the board subcommittee”
 Modify the last sentence to read “necessary legislative and recommended changes in existing policies.”
- 8004: Add new opening paragraph:
 “A board member of the Papillion La Vista Community Schools Board of Education is anyone duly elected according to Nebraska state law, and who has taken the oath of office on the designated day in January following the election.”
- 8005: Replaced opening dialog to read:
 “Upon taking the oath of office, elected board members will endeavor to uphold the following ideals:”
 Added bullets to statements; changed context to first person
- 8010: Move “Conflict of Interest” to 8010 under Ethics (formerly 8310)
- 8100: Removed or Updated wording: redundant portion of first paragraph:
 “also known as the PLCS Board or Board, is the governing body of the Papillion La Vista School District and”
 “unless otherwise noted on the published meeting calendar, or”
 “and are supported by the people, and are designed to carry out the wishes of the people for the education of children and adults.”
 Citizen Groups moved to 8310, new policy number
- 8110: Add state statute reference and “elected at large”
- 8130: Moved last paragraph to top after first sentence
 Replaced “subcommittee” with standing committee or committee(s)
 Deleted paragraph beginning with “The Board can authorize...”
- 8140: Renamed “Ad-Hoc Committees” from Temporary Subcommittees
- 8205: Added opening statement with statute reference noted

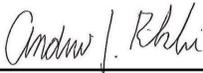
Subject: Policy Review 8000 Series- Board Organization and Operation (continued)

- 8212: Procedure removed, needs to reflect statutory updates and recent practice.
To be developed by Supt and Board Pres.
- 8220: Title reworded. First paragraph reworded. General description specificity deleted,
procedural elements retained in policy.
- 8230: Clarified state board association and other potential regional or national orgs.
- 8240: Removed procedure requirements
(8260 – Conflict of Interest moved to 8010 under Ethics)
- 8300: (renumbered, formerly 8310) Removed redundant and procedural language
- 8305: Moved from 8202, renumbered and renamed “Board Record” from Board Organization
Removed redundant paragraphs
- 8307: Deleted. Content added under
- 8310: Use of Citizen Groups moved from 8100 to its own policy
- 8400: Add initial statement and statute reference
Clarified quorum of those seated vs those elected
Moved “change meetings” to this section
- 8410: Move “closed session” to its own policy 8415
Removed “continuation of hearing”
- 8420: Added statutory reference paragraph
Moved modified public comment rules to 2nd paragraph
Removed redundant verbiage
Procedure updated to reflect updates in policy
- 8430: Determining the Agenda
- 8444: Name change to Board Work Sessions and minor changes in policy to reflect practice.
- 8500: Title change: Board – Superintendent Relations
Move 8500 procedure to 8550 Hiring a Superintendent
- 8510: Superintendent Evaluation (moved formerly 8410)
Added procedure
- 8520: section added: Communication
- 8530: section added: Interim Superintendent
- 8540: section added: Hiring the Superintendent

Recommendation: Discussion

Responsible Person: Ms. SuAnn Witt, Ms. Elizabeth Butler, or Dr. Kati Settles

Superintendent’s Approval _____



Signature

RETURN TO AGENDA

8000 - Philosophy Statement

The Papillion La Vista Community Schools Board of Education, also known as the PLCS Board or Board is committed to providing the highest quality education for all Papillion La Vista Public Schools students.

Mission and Beliefs-

The Board upholds the District's mission and beliefs and holds itself and staff accountable for achieving the District's mission through the most effective and efficient use of available resources.

8001 - Name of the District

The Papillion La Vista Community Schools, legally designated Sarpy County School District No 27 is a corporation for public purposes created by the State of Nebraska, and governed by general school laws and particularly Chapter 79 of state statute. This district shall also be known as its corporate name of "Papillion La Vista School District in the County of Sarpy, in the State of Nebraska" and Papillion La Vista Public Schools. This is a Class III District.

8002 - Purpose and Role of Board

The Board of education (Board) is charged by the ~~state legislature~~ ~~Legislature~~ with the duty of providing public elementary and secondary education to the citizens of the district. The Legislature has also created the State Board of Education and the State Department of Education, and has delegated certain regulatory and advisory functions to them. The Board is responsible to these agencies as specified by law.

The Board's primary duties are: (1) to establish a mission, goals, and policies; (2) to establish and maintain school facilities; (3) to select a superintendent; (4) to adopt a fiscally responsible budget; and (5) to evaluate programs.

Establishment of Mission, Goals and Policies

The Board shall concern itself with broad questions of mission, goals and policy, rather than administrative details. The application of policies is an administrative task to be performed by the superintendent of schools and ~~his or her~~ ~~their~~ administrative staff, who shall be held responsible for the effective administration and supervision of the entire school district.

Establishment and Maintenance of School Facilities and Other Resources

The Board is the legal agency through which the community works to provide the physical facilities, curriculum, instructional supplies and staff to enable the district's mission and objectives to be carried out. The Board will establish and maintain school facilities necessary to educate the students of the district.

8003 - General Policy Statement

The Board of Education facilitates the performance of its statutory responsibilities by establishing district policies. Establishing district policies is a legislative function of the Board.

The policies adopted by the Board establish and publish the guidelines and goals for the school district community, its residents, students, staff, and administration.

The Board shall establish all general policies for implementation by the Superintendent. The policies shall be written and, after adoption by the Board, shall be used in the management and operation of the District. All policies will be adjusted to follow the standard outline format.

Policies that are appropriate to the educational responsibility to provide education to students and staff, and that prescribe the rules and regulations for the conduct and management of the operations of the District shall be established with the advice of the Superintendent.

After development and adoption of board policies, the Board shall continue to perform its legislative functions by reviewing reports on the policies and other matters concerning those policies that come before the Board. The policies shall be reviewed annually to determine the effectiveness of the policies and the need for amendment, repeal, or other disposition of the policy.

All proposals for a policy or policy change shall be submitted to the Board in writing. Where appropriate, proposals will be discussed for consideration by the Board subcommittee that is most closely aligned to its intent and/or purpose. Once reviewed ~~by the Board subcommittee~~, the policy will be considered by the entire board. Proposals may be submitted by any resident of the school district in writing, to the Board. The proposal may be assigned by the Board president to a designated ~~standing committee subcommittee~~ for consideration.

Policies enacted by the Board are the legislative actions by the Board, which are implemented by the Superintendent in accordance with professional educational and administrative standards. The policies shall be implemented by regulations and directives by the office of the Superintendent and other administrators as directed by the Superintendent.

The Superintendent shall have the responsibility for providing the Board with information as to necessary ~~legislative and recommended policies and~~ changes in existing policies.

8004 - Individual Members

A board member of the Papillion La Vista Community Schools Board of Education is anyone duly elected according to Nebraska state law, and who has taken the oath of office on the designated day in January following the election.

No member of the Board shall have the authority to bind or otherwise act for the Board or the District except when the action of an individual board member or board members is undertaken pursuant to a specific authority of the Board, which authority shall be wholly set forth in the minutes of the Board which granted the authority.

The Board only has the legal authority to act as the governing body of the District when it is in session as provided by the statutes and its internal policies and procedures.

No member of the Board shall be employed by the school district.

8005 - Board Ethics

~~This Board adheres to this Code of Ethics of the National School Boards Association.¶~~

~~AS A MEMBER OF MY LOCAL BOARD OF EDUCATION, I WILL STRIVE TO IMPROVE PUBLIC EDUCATION, AND TO THAT END I WILL:¶~~

Upon taking the oath of office, elected board members will endeavor to uphold the following ideals:

- Remember always that my first and greatest concern must be the educational welfare of the students attending the public schools;
- Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
- Recognize that I should endeavor to make policy decisions only after full discussion at publicly held board meetings;
- Render all decisions based on the available facts and my independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
- Encourage the free expression of opinion by all board members, and seek systematic communications between the Board and students, staff, and all elements of the community;
- Work with other board members to establish effective board policies and to delegate authority for the administration of the schools to the Superintendent;
- Communicate to other board members and the Superintendent expression of public reaction to board policies and school programs;
- Inform myself about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school board associations;
- Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
- Avoid being placed in a position of conflict of interest and refrain from using my board position for personal or partisan gain in accordance with the Political Accountability and Disclosure Act;
- Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.
- Adhere to state and local laws and board conduct norms.

- Work constructively and collegially with the other members of the Board, students, staff, and patrons.
- Always be mindful of my/his/her fiduciary obligation to the school district, including duties of loyalty and care, by placing the interests of the district above the Board members' personal interest.

8006 - Conflict of Interest

Any member of the Board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

Definitions. For purposes of this policy:

Business with which a board member is associated shall include the following:

A business in which the Board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

A business in which the Board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the Board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the Board member reports the name and address of the company and stockbroker.

A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

Contracts with the School District.

No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the Board's policy on the employment of board members.

The existence of any conflict of interest in any contract in which the Board member has an interest and in which the school district is a party, or the failure to make public the Board member's interest known, may render a contract null and void.

The prohibition of a conflict of interest or requirement for the Board member to make public notice shall apply when the Board member, or his or her immediate family has a business

association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the Board member:

Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract; Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the Board with all members present from securing a quorum on the issue, then all members may vote on the matters; and

Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

Contracts with Board Member's Immediate Family.

If a person in a board member's immediate family is an employee of this school district, the Board member may vote on all issues of a contract which are generally applicable to:

All district employees.

All employees within a specific classification but which does not single out the member of his or her immediate family.

Employing Members of the Immediate Family.

A board member may recommend for employment or supervise the employment of an immediate family member if:

The Board member does not abuse his or her position.

Abuse of official position shall include, but not be limited to, employing an immediate family member:

- who is not qualified for and able to perform the duties of the position;
- for any unreasonably high salary;
- who is not required to perform the duties of the position.

The Board makes a reasonable solicitation and consideration of applications for employment.

The Board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the Board. If the secretary of the Board of Education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.

The Board approves the employment or supervisory position.

The Board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:

- a public official, public employee, or candidate.
- a member of the immediate family of an individual listed in Subparagraph 'a' above.
- a business with which an individual listed in Subparagraph (1) or (2) above is associated.

No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the Board member would thereby be influenced.

A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.

A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

Conflict of Interest Relating to Campaigning or Political Issues

Except as provided below, the Board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.

This does not prohibit the Board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.

This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.

This does not prohibit the Board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the Board's opinion regarding a ballot question or from providing information in response to a request for information.

The Board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the Board on specific occasions such as public meetings or legislative hearings.

Any member of the Board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the Board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

Conflict of Interest Statement

Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;

Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and

Abstain from participating or voting on the matter in which he or she has a conflict of interest.

If the Board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

Recordkeeping

The Board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:

- The names of the contracting parties.
- The nature of the interest of the Board member in question.
- The date that the contract was approved.
- The amount of the contract.
- The basic terms of the contract.

The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the Board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

81010 - Organization

The Papillion La Vista Board of Education, ~~also known as the PLCS Board or Board, is the governing body of the Papillion La Vista School District and~~ shall consist of six members who are legal voters of the Papillion La Vista Community School District. The Board has and exercises quasi-judicial powers as provided by Nebraska revised state statute.

Newly elected incoming board members and re-elected board members will be installed by the board president or designee and take the oath of office at the first meeting of their terms.

All items apply to members appointed to fill a board vacancy.

The Board shall select its own officers and make its own rules and regulations not inconsistent with any statute. At the first meeting of the Board in January of each year, the Board will elect from its members a president, vice-president, secretary and treasurer.

In all meetings of the Board the majority of the members will constitute a quorum for the transaction of business. Regular meetings of the Board shall be held on the second and fourth Mondays of each month, ~~unless otherwise noted on the published meeting calendar, or except~~ when postponed for good cause provided, however, that at least one of the meetings shall be held on or before the third Monday of every month. The Board will determine whether or not to utilize the fifth (5th) Monday of the month for meeting purposes in those months where that availability arises. If utilized, proper posting of meetings and agenda preparation will take place.

The Board shall function in a non-partisan, broadly representative, team-spirited manner. Every member of the Board shall open-mindedly represent the entire school district, and, in consequence, must let his or her consideration for the entire district take precedence over every form of partisan and special interest group-political, racial, religious, geographic, economic, social, civic, or other.

The Board shall adopt clearly defined written policies, based on a thorough understanding of the education process. In formulating the policies they shall consult individuals and groups affected by the policies, and, since changing conditions bring changing needs, shall maintain flexible policies. They shall recognize that while the Board is a policy-making body, they properly delegate the execution of policy to the Superintendent, employed professional administrators, and their staff.

The Board shall recognize that public schools belong to all the people, ~~and are supported by the people, and are designed to carry out the wishes of the people for the education of children and adults.~~ They shall conduct board business in open session and endeavor by every reasonable means to inform the public concerning the schools.

810210 - Number of Members and Terms of Office

Pursuant to Nebraska Revised Statute 32-543, there shall be six members elected at large of the Board who will serve terms of four years. The terms of office are staggered so that three members are elected each year of statewide general elections and shall take office on the second Monday in January following the election. The terms of three members whose terms expire shall expire on the second Monday in January. Each elected member at the beginning of the member's term shall take the oath of office required by law.

810320 - Board Officers

The Board shall elect a president, vice president, secretary, and treasurer each year at the first regular meeting in January.

President and Vice President-

The Board president shall have all powers delegated to ~~them~~him/her by state law. The president will preside at meetings, countersign all general fund checks and warrants, administer such oaths to other officers as are required by law, and perform such other duties as may be required by law. The president will be entitled to vote on any issue before the Board, and will appoint all committees unless otherwise ordered by the Board. The President in cooperation with the Superintendent shall be responsible for developing the meeting agenda.

The Board Vice President performs the duties of the President in case of absence or disability of the President. The Vice President will fulfill such other functions as designated by the Board.

If both the President and Vice President are absent from a meeting, the Board members present will designate the chair for the meeting.

Treasurer-

The treasurer in conjunction with the Assistant Superintendent for Finance shall receive, hold in custody, and spend funds as directed by the Board. The treasurer shall be bonded and the Board shall pay the bonding fee. The treasurer shall furnish a financial report.

Secretary-

The Board secretary is officially charged to keep records of all meetings, post or publish legal notices, and prepare and sign legal documents. The secretary will perform such other duties as designated. The Board may employ or utilize a recording secretary to assist the Board with performing such duties.

~~The Board may appoint an attorney to advise the Board and staff on legal matters as they arise. The Board will also employ, on an annual basis, an auditing firm to audit all district accounts. As required by law, the firm will provide a report to both the Board and the state agencies.~~

810430 -- Standing Committees

The Superintendent shall be an ex officio member of all subcommittees. The respective assistant superintendent of the Board committees assists the committee chair in developing agenda items and will keep notes of committee meetings. The assistant superintendent will recommend discussion items for regular meeting agendas.

There shall be three (3) standing subcommittees of the Board. They are: Curriculum and Americanism; Buildings, Grounds, and Finance; and Student Services and Human Resources. Each subcommittee shall be composed of three (3) board members appointed by the president, one of whom which shall be designated as chairperson of the subcommittee. Subcommittee meetings will be called as needed by the chairperson of the subcommittee.

The duties of the Curriculum and Americanism Subcommittee shall be those prescribed by law. It will assure the Board that, as required by law, American citizenship remains an important part of the District curriculum. The subcommittee shall review any concerns to controversial education materials as stated in Policy #6405 (Controversial Issues) that would be appealed beyond the Superintendent's level. This subcommittee will work with the Superintendent to review section 6000 of Board policies.

The Building, Grounds, and Finance Subcommittee shall be responsible for the long-range planning of school facilities. It will meet with the administration to give advice and approval on major repair and construction projects. The subcommittee will have the additional responsibility of making recommendations for boundary changes as they relate to school attendance areas and any potential changes to the District boundaries. Any recommendations related to transportation policies and procedures will be considered before approval by the Board. The subcommittee shall also have the responsibility of overseeing the long-range budget planning of the District. It will review the administration's proposed budget and recommend a budget for adoption to the Board. A member of the subcommittee shall undertake a monthly review of district expenditures and make recommendations on their payment to the entire board. The subcommittee shall keep the Board informed of its activities and seek board approval of its recommendations. This subcommittee will work with the Superintendent to review sections 1000, 3000, and 7000 of Board policies.

The Student Services and Human Resources Subcommittee shall undertake an annual review of the staffing of the schools. It shall make recommendations on staffing to the entire Board prior to the development of the annual district budget. As provided by various board policies and contracts, the subcommittee shall review and make recommendations on negotiations with employees and other personnel grievances and contract matters. The subcommittee shall also be responsible for ensuring the general wellbeing of students enrolled in the District. It will review the District Safety Plan, as well as any recommendations for changes from the District Safety Committee. The subcommittee shall keep the Board informed of its activities and seek board approval for its recommendations. The subcommittee will work with the Superintendent to review sections 2000, 4000, 5000, and 8000 of the Board Policies.

~~The Board can authorize special committees as it deems necessary. A special committee will be automatically disbanded when it has made its report to the Board.¶~~

~~The respective assistant superintendent of the Board subcommittees assists the subcommittee chair in developing agenda items and will keep notes of subcommittee meetings. The assistant superintendent will recommend discussion items for regular meeting agendas.¶~~

810540 -Ad Hoc Committees-Temporary Subcommittees

Temporary subcommittees may be formed to conduct studies and to consider particular programs and other issues that may come before the Board. No more than three board members shall be assigned to or serve on any subcommittee.

When temporary subcommittees are formed, the purpose and scope of the duties of the subcommittee shall be stated in the minutes of the board meeting when the subcommittee is created.

The subcommittee shall be appointed by the Board president.

The subcommittee shall be advisory to the Board and its report to the Board (if required) may be submitted in writing and made a part of the records of the Board as required.

8202 - Board Organization Records

~~This Board will be composed of six (6) members. The method of election and terms of office shall be as provided by state statute. The Board, under statute, has the power to fill a vacancy among its ranks by the appointment of any legal voters of the District. The person so appointed will hold office for the remainder of the unexpired term of the vacated seat.~~

~~The Board shall reorganize itself annually during the first regular meeting in January. The Board will adhere to the requirements of the Open Meetings Act when conducting Board business.~~

~~¶~~

~~The Superintendent will compile an agenda for each regular meeting at least 72 hours in advance. The agenda will be followed. Except for items of an emergency nature, the agenda cannot be changed later than 24 hours prior to the session.~~

~~A majority of the Board members shall constitute a quorum for the transaction of business.~~

~~¶~~

~~All meetings of the Board, except for closed sessions, will be open to the public. Any citizen may address the Board at the time designated on the agenda.~~

~~The Board can enter a closed session only upon a public roll call vote of the Board. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. A vote on any issue discussed in the session must be made in public.~~

~~Board members will be provided with background information on each agenda item at least 72 hours in advance. Each member of the Board is expected to study the information prior to the meeting. Information along with recommendations from the administrative staff or consultants will form the basis of board decisions. The secretary to the Board shall keep minutes of board meetings and post electronically such minutes to the Board within ten (10 days) of the meeting.~~

~~The minutes must include a copy of all motions placed before the Board. The name and manner of voting of each member shall be recorded. In case of tie votes, the motion will be deemed defeated. The official minutes shall be kept on file in the office of the Superintendent.¶¶~~

~~The Board and its members may hold membership in local, state, regional and national associations of school boards. If the Board elects to join an association all dues will be paid from district funds for the Board and board members.¶¶~~

~~The minutes and other records of the Board will be available for routine public inspection at the administrative offices. The Board reserves the right to require compensation for professional and secretarial expenses incurred in any extraordinary request for the inspection or copying of records.¶¶~~

~~The first meeting of each calendar year, the Board shall designate depositories for school funds. All funds received by the District shall be deposited therein. The Board President, Secretary and Treasurer must sign all checks drawn on the District. The Vice President is authorized to sign in the absence of any other officer. Any form of facsimile signature may be used when authorized by the Board.¶¶~~

82005 - School Board Vacancies

A vacancy shall occur when the requirements as outlined in Neb. Rev. Statute 32-560 and 32-570 have been met,

~~A position on the Board shall be vacant, except as provided in Nebraska statutes for military service, upon the happening of any one of the following events at any time before the expiration of the term of such office:¶¶~~

~~Resignation of the incumbent;¶¶~~

~~Death of the incumbent;¶¶~~

~~Removal of the incumbent from office;¶¶~~

~~Decision of a competent tribunal declaring the office of the incumbent vacant;¶¶~~

~~Incumbent ceasing to be a resident of the District for which he or she may have been elected;¶¶~~

~~Failure to elect at a proper election when there is no incumbent to continue in office until his or her successor is elected and qualified;¶¶~~

~~Failure of a candidate elected to an office to qualify for such office;¶¶~~

~~Forfeiture of office as provided by law;¶¶~~

~~Conviction of a felony or of any public offense involving the violation of the oath of office of the incumbent; or¶¶~~

~~Incumbent on the Board assuming another elective office.¶¶~~

When a board member is absent from the District for a continuous period of sixty days at one time, or has unexcused absences from two consecutive regular meetings of the Board. A board

member's absence from a regular meeting of the Board shall be unexcused unless a majority vote of the remaining members of the Board excuses the absence



820212 - Filling a School Board Vacancy

When a board vacancy as defined in Policy #8205 occurs, the vacancy shall be filled as follows:

A vacancy on the Board ~~resulting from any cause~~ other than the expiration of a term shall be temporarily filled by appointment of a qualified registered voter by the remaining members of the Board for the remainder of the unexpired term. A registered voter appointed or elected pursuant to this subsection shall meet the same requirements as the member whose office is vacant. An appointment to fill a board vacancy shall be made by motion and placed in the minutes of the meeting at which the appointment is made. The written appointment motion shall be filed with the county clerk. Appointments made to fill vacancies created as a result of the recall process shall be subject to Neb. R.S.S. 32-1308, subsection (5). All vacancies shall be filled within forty-five days after the vacancy occurs unless good cause is shown that the requirement imposes an undue burden.

If the Board fails to fill a vacancy on the Board, the vacancy may be filled by election at a special election or school district meeting called for that purpose. Such election or meeting shall be called in the same manner and be subject to the same procedures as other special elections.

If there are vacancies in the positions of one-half or more of the members of the Board, the Secretary of State shall be requested to conduct a special school district election to fill such vacancies.

If a vacancy on the Board creates an opening in one of the designated Board officer positions, the remaining members shall fill the position as referenced in Policy #8100.

Procedure 8212

When a vacancy exists in the Board of Education it shall be filled as provided in [Nebraska Rev, Statute 32-570](#). ~~by law and by the following procedures.~~

~~At the first regular meeting of the Board after the vacancy exists, or at a special meeting called by the Board to address the vacancy, the Superintendent shall provide the legal qualifications for appointment to the Board, the length of the term remaining, and a proposed schedule for receiving applications for appointment to the vacancy.~~

~~The Board at that meeting shall establish the final date for accepting applications, which date shall be no sooner than 15 days after the publication of notice in a legal newspaper announcing the existence of the vacancy, qualifications for the position and inviting applications for appointment to fill the vacancy.~~

~~The Board will establish an applications to be completed, including:~~

~~A resume containing routine personal data (name, address, telephone number, e-mail, etc.)~~

~~A summary of the candidates' education and experience.~~

~~Affirmation that they are a legal voter of the District.~~

~~A statement indicating why they are qualified for appointment to the Board.~~

~~Completed applications will be filed with the Secretary of the Board no later than 4:30 p.m. on the date applications are due. The documents will be date stamped and reviewed for compliance with these procedures. Applications may be submitted by mail, electronically, or in person to the District Office.~~

~~The Secretary of the Board of Education will forward copies of the resumes to each member of the Board as each eligibility determination is made. Unless more time is needed to verify the petitions, all resumes and petitions will be sent to Board members within seven days of the application deadline. Board members will review the resumes in the form they are received.~~

~~At the next regular meeting or is called "Special Meeting" of the Board following the identification of all qualified candidates, if the number of candidates exceeds five, the list of candidates shall be reduced to five finalists. Each board member shall vote for five candidates to be finalists for the position. The vote will be by roll call. The five candidates receiving the most total votes will be finalists for appointment. In the event of a tie for the fifth position, the Board will reconsider only those candidates tied for fifth in order to break the tie.~~

~~The Superintendent shall notify, by telephone, all candidates as to whether they received sufficient support to become a finalist for the position.~~

~~At the next meeting of the Board following the selection of the finalists, the Board will interview the finalists. A Special Board of Education Meeting may be advertised and held for this purpose. The candidates will be asked to make a maximum five minute statement concerning their qualifications, followed by a question and answer period. The order of appearance of the candidates will be determined by a random drawing prior to publishing the meeting agenda.~~

~~The election of the new board member will take place following the interviews. The election will be by roll call from the names of the candidates interviewed.~~

~~Voting will continue until one candidate receives a majority vote. When the tally determines an applicant has been selected for appointment to the Board, the vote of the appointment shall be ratified by a roll call vote.~~

~~The Superintendent shall oversee the conduct of the election and the tally of the votes. The ballots shall become a part of the records of the District.~~

820320 - Orienting New Board Member Orientations

The Board of Education and the Superintendent are responsible for **instructing newly elected or appointed board members on the structures and processes of the district.** ~~orienting newly elected or appointed board members.~~

~~The incoming member shall be given selected material on the job of being a board member.~~

~~The incoming member shall be invited to attend board meetings.¶~~

~~The Superintendent shall supply material pertinent to meetings and shall explain its use to the incoming member. Incoming members shall be advised of the rules concerning attorney-client communication.¶~~

~~The incoming member shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board.¶~~

~~A digital copy of the Board's policies and bylaws (printed by request), a copy of the Handbook for School Board Members (NASB) and the most recent copy of the Nebraska School Law book will be given to the new member by the Board President.¶~~

~~The Board president or designee will assume responsibility to conduct an informational session with incoming and current board members before the member takes office. The session will include information about the Open Meetings Act.¶~~

~~The incoming board member will be informed of and invited to attend the Nebraska Association of School Boards Convention workshops held in November.¶~~

~~New board members will be installed by the Board president, or designee, and take an oath of office at the organizational meeting in January following their election or at the first meeting at which an appointed member assumes the seat.¶~~

~~Each board member will be issued a photo identification badge. Each board member should wear the badge in a clearly visible location on the Board member's clothing while performing his/her duties while on district property.¶~~

~~If requested, the District will furnish the incoming board member with a laptop computer for board business and communications. District sign out procedures will be followed.¶~~

~~Incoming board members shall be provided information on the statutes that apply to the individual board member, including the open meeting laws¶~~

~~When a board member vacates or completes service, the member shall return badge, computer, and any other district property.¶~~

~~Procedure 8220 ¶~~

~~Documentary materials applicable and appropriate for performance of the duties and responsibilities of school board members will be given to each new incoming board member. The materials shall be supplied by the Superintendent who will review and explain the use and purpose of the documents and materials. The Superintendent shall introduce the newly elected incoming board members to administrative personnel and the Superintendent and the administrators shall review, explain and discuss the services each performs for the Board.¶~~

~~Upon election, the newly elected incoming board members shall be invited and encouraged to attend board meetings and also the Nebraska Association of School Boards Convention workshops held in November.¶~~

The newly elected incoming board members shall be advised of the rules of attorney/client communications as those rules apply to the Board and restrictions on the disclosure of such communications. The newly elected incoming members shall be advised as to the care and custody of confidential information received as a board member and the legal restrictions on the disclosure of the contents of staff and student files.

The Board president will be responsible for conducting an informational session with the newly elected incoming board members before the incoming member takes office. No more than two other board members shall attend the informal session. The newly elected incoming members, at the informal session, will be advised on the laws which pertain to open and closed or executive sessions and meetings. The newly elected incoming members, shall be given by the Board president, a copy of a current edition of the Open Meetings Act.

Newly elected incoming board members will be furnished a computer upon which to carry out board responsibilities as well as ~~Newly elected incoming board members will be provided with~~ an identification badge, which shall be worn whenever the Board member is on district property and performing duties as a board member.

820430 - Opportunities for Development

The Board places a high priority on the importance of a planned and continuing program for the education of its members. The ultimate purpose of the program is to enhance the quality and effectiveness of public school governance in the Papillion La Vista Community School District community and a well-informed Board of Education is a key part in accomplishing that purpose.

Funds shall be budgeted annually to support this program. Individual board members shall be reimbursed for out-of-pocket costs incurred in participation in approved activities in accordance with district policy and state law. Members of the Board may select the method and means for improving the Board member's ability to perform board duties and subject to the authority of the Board to approve or disapprove of the Board member's selection of means and methods of board development.

The following are types of activities and services among others appropriate for implementing this policy:

Participation in school board conferences, workshops and conventions conducted by the Nebraska ~~Association of School Boards and the National School Boards Association~~ and other regional or national education-focused organizations.:

District sponsored training sessions for school board members.

Publications provided by the District that address the concerns of Board members.

820540 - Reimbursement and Miscellaneous Expenditures

Members of the Board shall be reimbursed for all necessary expenses incurred in attending any meetings or in making any trips on official business for the school district when so authorized by the Board.

Procedure ~~8240~~8205

Reimbursements and remuneration to board members shall be made through the Board treasurer in accordance with the following guidelines:

Each board member may attend one major convention per fiscal year; provided, however, that the Board member has notified the Board in a regular or special meeting of the intention to attend the meeting and the identification thereof. Attendance at any additional meetings or events for which the board member wishes to be reimbursed for expenses shall be approved by the Board before the expenses are incurred.

Receipts and an expense report will be filed at the conclusion of the trip with the District.

Car rental expenses related to the Board member's attendance at meetings will be reimbursed with prior approval.

Board members will pay expenses for spouses or family members who might accompany him or her on a trip, if that expense would not have been otherwise incurred by the Board member.

Lodging, registration, and reservations may be made through the Superintendent's secretary.

Board members will be reimbursed at the current rate established by the Nebraska Department of Administrative Services for use of his or her automobile while on board business and in accordance with rules and opinions of the Nebraska Accountability and Disclosure Commission. A mileage report will be submitted to the District for reimbursement.

Board members will be reimbursed for materials purchased, which are deemed necessary by the Board for board purposes, such as books and other publications. Those materials will become property of the District and will become part of the Board library.

Board members will recuse themselves from approving their own expenses.

820650 - Retirement - Members of the Board

Upon completion of his or her final term as a member of the Papillion La Vista Board of Education, the member will be publicly recognized and thanked for ~~their his or her~~ service to the District.

~~Procedure 8250~~

~~When members of the Board of Education complete their final terms, they will receive:~~

~~A pass to attend, without any charge for attendance or admission, to all home school activities for as long as a former board member desires.~~

~~Invitations to special school and district events.~~

~~A plaque or memento recognizing their service.~~

8260 - Conflict of Interest

~~Any member of the Board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.¶~~

~~Definitions. For purposes of this policy:¶~~

~~Business with which a board member is associated shall include the following:¶~~

~~A business in which the Board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.¶~~

~~A business in which the Board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the Board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the Board member reports the name and address of the company and stockbroker.¶~~

~~A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.¶~~

~~Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.¶~~

~~Contracts with the School District.¶~~

~~No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the Board's policy on the employment of board members.¶~~

~~The existence of any conflict of interest in any contract in which the Board member has an interest and in which the school district is a party, or the failure to make public the Board member's interest known, may render a contract null and void.¶~~

~~The prohibition of a conflict of interest or requirement for the Board member to make public notice shall apply when the Board member, or his or her immediate family has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.¶~~

~~The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the Board member:¶~~

~~Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract; Does not vote on the matters of~~

~~granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the Board with all members present from securing a quorum on the issue, then all members may vote on the matters; and¶¶~~

~~Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.¶¶~~

~~Contracts with Board Member's Immediate Family.¶¶~~

~~If a person in a board member's immediate family is an employee of this school district, the Board member may vote on all issues of a contract which are generally applicable to:¶¶~~

~~All-district employees.¶¶~~

~~All employees within a specific classification but which does not single out the member of his or her immediate family.¶¶~~

~~Employing Members of the Immediate Family.¶¶~~

~~A board member may recommend for employment or supervise the employment of an immediate family member if:¶¶~~

~~The Board member does not abuse his or her position.¶¶~~

~~Abuse of official position shall include, but not be limited to, employing an immediate family member:¶¶~~

- ~~• who is not qualified for and able to perform the duties of the position;¶¶~~
- ~~• for any unreasonably high salary;¶¶~~
- ~~• who is not required to perform the duties of the position.¶¶~~

~~The Board makes a reasonable solicitation and consideration of applications for employment.¶¶~~

~~The Board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the Board. If the secretary of the Board of Education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.¶¶~~

~~The Board approves the employment or supervisory position.¶¶~~

~~The Board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.¶¶~~

~~Gifts, Loans, Contributions, Rewards, or Promises of Future Employment¶¶~~

~~No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:¶¶~~

- ~~• a public official, public employee, or candidate.¶¶~~
- ~~• a member of the immediate family of an individual listed in Subparagraph 'a' above.¶¶~~
- ~~• a business with which an individual listed in Subparagraph (1) or (2) above is associated.¶¶~~

~~No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the Board member would thereby be influenced.¶¶~~

~~A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.¶¶~~

~~A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.¶¶~~

~~Conflict of Interest Relating to Campaigning or Political Issues¶¶~~

~~Except as provided below, the Board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.¶¶~~

~~This does not prohibit the Board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.¶¶~~

~~This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.¶¶~~

~~This does not prohibit the Board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the Board's opinion regarding a ballot question or from providing information in response to a request for information.¶¶~~

~~The Board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the Board on specific occasions such as public meetings or legislative hearings.¶¶~~

~~Any member of the Board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question, but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the Board. However, this shall not be done during a time that the individual is engaged in his or her official duties.¶¶~~

~~Conflict of Interest Statement¶¶~~

~~Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:¶¶~~

~~Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;¶¶~~

~~Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and¶¶~~

~~Abstain from participating or voting on the matter in which he or she has a conflict of interest.¶¶~~

~~If the Board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.¶¶~~

~~Recordkeeping¶¶~~

~~The Board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:¶¶~~

- ~~● The names of the contracting parties.¶¶~~
- ~~● The nature of the interest of the Board member in question.¶¶~~
- ~~● The date that the contract was approved.¶¶~~
- ~~● The amount of the contract.¶¶~~
- ~~● The basic terms of the contract.¶¶~~

~~The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the Board secretary shall be available for public inspection during normal working hours of the office in which it is kept.¶¶~~

~~Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.¶¶~~

~~**8307 Meetings – Chance Meetings, Conventions, and Workshops¶¶**~~

~~Policies and rules drafted for the conduct of board meetings shall not apply to chance meetings or to attendance at or travel to conventions or workshops of board members at which there is no convened meeting of the Board and provided that there is no vote or other action taken~~

~~regarding any matter over which the Board has supervision, control, jurisdiction, or advisory power.¶~~

830010 - Development of Board Policy

Board policy is the statement of principles through which the Board exercises control of the school system. Through its policies, the Board explains the ideals, purposes and goals to be met in the education of district students. The Superintendent is expected to make recommendations and suggestions of policy, but no policy can be created without a vote of the Board.

The Superintendent and professional staff are responsible for carrying out board policies. They have the authority to develop any procedures, rules, regulations and guidelines necessary to fulfill that responsibility. The Board will provide strong support to the administration in the carrying out of policies.¶

~~Policies may be created, revised or revoked at any regular or special board meeting. A majority of all board members is necessary to approve any policy change. The administration in collaboration with the Board is directed to conduct an annual review of district policy. Any revisions, new policies or recommendations will be brought to the Board for consideration. The Board will formulate and adopt a policy safeguarding the right of board members to be informed of and to participate fully in the discussion of each proposed new or amended policy. The amendment of policy shall be amended, repeated or enacted after two readings. ¶~~

No policy or procedure of the Board or administration may conflict with local, state or federal law or court decisions. The administration is responsible for informing the Board of such conflicts and recommending appropriate policy changes to achieve compliance.

In its establishment or amendment of its policies, the Board's concern and objective will be the increased efficiency and effectiveness in carrying out its legally mandated tasks and for the best interests of the District in performing its educational responsibilities.

The Board may enlist citizen groups to assist and counsel them, making certain that three principles are followed

8301 - Citizen Participation for Board Policy

Citizen groups shall be broadly representative;

Recommendations shall be based on research and facts. Recommendations shall be submitted to the Board which alone has the authority to act upon them.

The Board shall plan and maintain a flexible program for the future, based on surveys and studies of population trends, possible economic changes, changing community attitudes, development in education, and all factors which would affect their school systems.

The Board shall work to maintain and improve the professional status of the teaching profession, and shall encourage potential candidates for teaching who will exemplify the highest ideals.

The Board shall employ professional and non-professional personnel with competence and personal qualifications which command community respect. Appropriate to the importance of their role in their communities, all personnel shall be adequately compensated to assure their economic security and their working conditions shall permit them to effectively exercise their skills and duties.

The Board shall establish and use free channels of communication with all of their personnel so that decisions affecting their interests and welfare may be made only after careful board consideration has been given to their views, recommendations, needs, and grievances.

8302 - Board Records

The Superintendent, **along with the President**, will compile **and publish the** agenda for each regular meeting at least 72 hours in advance. The agenda will be followed. Except for items of an emergency nature, the agenda cannot be changed later than 24 hours prior to the session.

Board members will be provided with background information on each agenda item at least 72 hours in advance. Each member of the Board is expected to study the information prior to the meeting. Information along with recommendations from the administrative staff or consultants will form the basis of board decisions. The secretary to the Board shall keep minutes of board meetings and post electronically such minutes to the Board within ten (10 days) of the meeting.

The minutes must include a copy of all motions placed before the Board. The name and manner of voting of each member shall be recorded. In case of tie votes, the motion will be deemed defeated. The official minutes shall be kept on file in the office of the Superintendent.

The minutes and other records of the Board will be available for routine public inspection at the administrative offices. The Board reserves the right to require compensation for professional and secretarial expenses incurred in any extraordinary request for the inspection or copying of records.

The first meeting of each calendar year, the Board shall designate depositories for school funds. All funds received by the District shall be deposited therein. The Board President, Secretary and Treasurer must sign all checks drawn on the District. The Vice President is authorized to sign in the absence of any other officer. Any form of facsimile signature may be used when authorized by the Board.

8400 - School Board Meetings

Meetings shall be agenda-driven and conducted in accordance with the Nebraska Open Meetings Act 84-1407 - 84-1414. All Board of Education meetings shall be open to the public unless the majority affirmatively votes for a closed session as provided by law. Board of Education meetings shall be held at a stated time and place.

A quorum consists of the majority of **those seated** ~~elected~~ to the Board. Unless otherwise provided by law that the item of business requires a majority vote of all board members, a majority vote of the quorum shall be sufficient for the passing of the matter presented to the Board.

Roberts Rules of Order shall be used on matters unless otherwise noted in policy.¶

840110 - Types of Meetings

Regular Meetings-

Regularly scheduled meetings may be of two kinds: business or educational. The latter type may be held for the purpose of reviewing and evaluating the school program, or the development and discussion of policy.

Special (or Called) Meetings-

Special (or Called) meetings are to be held to address important matters that may arise between regular meetings and that urgently require action by the Board before the next regular meeting.

Special meetings may be called by the Board president or any two Board members, but all members shall have notice of the time and place of the meeting. Ordinarily, no business shall be transacted except that for which the meeting is called or which is otherwise permitted by law.

Emergency Meetings-

Emergency meetings may be called if circumstances exist which require immediate action by the Board. Any formal action taken in such a meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment.

Adjourned Meetings-

Adjourned meetings shall serve as a continuation of a regular meeting, and not as an emergency or called meeting.

8402 - ~~Meetings~~ - Chance Meetings, Conventions, and Workshops

Policies and rules drafted for the conduct of board meetings shall not apply to chance meetings or to attendance at or travel to conventions or workshops of board members at which there is no convened meeting of the Board and provided that there is no vote or other action taken regarding any matter over which the Board has supervision, control, jurisdiction, or advisory power.

8403 - Closed Sessions

The Board may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The vote to hold a closed session shall be taken in open session. The vote of each member on the question of holding a closed session, the reason for the closed session, and the time when the closed session commenced and concluded shall be recorded in

the minutes. The Board shall restrict its consideration of matters during the closed portions to only those purposes set forth in the minutes as the reason for the closed meeting. The meeting shall be reconvened in open session before any formal action may be taken on the matters which were considered in the closed session.

Any board member shall have the right to challenge the continuation of a closed session if the Board member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the Board member contends that the closed session is neither necessary for (a) the protection of the public interests or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the Board. Such challenge and its disposition shall be recorded in the minutes.

~~Continuance of Hearings~~

~~Any hearing being held, or noticed or ordered to be held, may by motion approved by the members present be continued or recontinued to a subsequent date; provided, however, that all parties to the hearing shall be informed of the date and place of the continued hearing. If a party to the hearing is not present at the hearing, written notice of the date and time of the continued hearing shall be served as soon as reasonably possible on the non-present party at his or her last known address.~~

~~Chance Meetings, Conventions, and Workshops~~

~~Policies and rules drafted for the conduct of board meetings shall not apply to chance meetings or to attendance at or travel to conventions or workshops of board members at which there is no convened meeting of the Board and provided that there is no vote or other action taken regarding any matter over which the Board has supervision, control, jurisdiction, or advisory power.~~

Procedure 84108403

Reasons for Having Closed Sessions

Closed meetings may be held for, but shall not be limited to, such reasons as:

Strategy sessions with respect to collective bargaining, real estate purchases, or litigation which is imminent.

Discussion regarding deployment of security personnel or devices;

Investigative proceedings regarding allegations of criminal conduct;

Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting.

The Board can enter a Closed Session only upon a public roll call vote of the Board. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the

motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter and members/individuals participating in of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. A vote on any issue discussed in the session must be made in public.

Nothing in this procedure shall be construed to require that any meeting be closed to the public.

Nothing in this procedure shall permit a closed meeting for discussion of the appointment or election of a new member of the Board.

840411 - Meetings - Notice of Meetings and Contents of the Agenda

Reasonable advance publicized notice of the time and place of all meetings shall be transmitted to all board members and to the public by a method designated by the Board and recorded in the minutes. The notice shall contain an agenda of subjects known at the time of the publicized notice, or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the office of the Superintendent during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than twenty-four (24) hours before the scheduled commencement of the meeting.

Notice of regular and special meetings shall be published in a newspaper of general circulation within the district and, if available, on the newspaper's website. Newspapers of general circulation in the district include the Sarpy Times and Omaha World Herald. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the Superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the Board.

In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, and (2) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting.

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

The Board shall have the right to modify the agenda to include items of an emergency nature at the Board meeting. If any news media have requested notification of board meetings, the secretary or other designee shall make reasonable efforts to provide advance notification to

them of the time and place of the emergency meeting and the subjects to be discussed at that meeting.

Weather Delays-

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the Board President. The Secretary or other designee of the Board will communicate the delay and the rescheduled date, time, and location of the postponed meeting to members of the public by method designated by the Board

840520 - Meetings - Participation by Citizens

The Nebraska Open Meetings Act guarantees that every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies. The information below details Neb. Rev. Stat. §§ 84-1407 through 84-1414

At each meeting, the board will allow a maximum of 30 minutes of public comment. Comments pertaining to items on the agenda will be heard when that agenda item is called. Comments for items not on the agenda will be heard after board business has been completed, unless waived by a majority vote of members present at the meeting. an override the ¶

~~All meetings except for Closed Session will be open to the public. Any citizen may address the Board at a time designated on the agenda.~~

The public shall have the right to attend and the right to speak at board meetings and all or any part of a board meeting, except for Closed, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

The Board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording board meetings.

Individuals who want to address the Board must complete a Guidelines for Public Comment form with the date, topic addressing, name, address and organization representing (if appropriate) and give it to the Board clerk prior to the 6:00 PM or the scheduled meeting-initial call to order..

~~Public questions and comments regarding items not on the agenda may take place during the Public Comment on Items Not on the Agenda section. Anyone wishing to address the Board may do so at this time. When called upon by the presiding officer, the individual shall proceed to the podium and state their name organization they represent (if applicable) and provide residing city and/or full address. An individual may not exceed three (3) minutes and total time for all individuals who wish to speak shall not exceed 30 minutes unless the majority vote of the Board approves. Members of the public should not use public comment time to discuss specific~~

individual student discipline or employee performance issues. Complaint and grievance processes are in place to deal with issues of this nature.

~~Public questions and comments regarding items that are on the agenda may be allowed by the Board as each agenda item is discussed during regular board meetings. Anyone wishing to address the Board may do so if recognized and called upon by the presiding officer. Individuals wishing to address the Board shall proceed to the podium. When called upon by the presiding officer they shall state their name organization they represent (if applicable) and provide residing city and/or full address for the record. Comments of an individual may not exceed three (3) minutes, and total time for all individuals who wish to speak regarding a specific agenda item shall not exceed 30 minutes unless a majority vote of the Board approves extending allocated time.~~ ¶

~~The Board is not required to allow citizens to speak at each meeting but shall not forbid public participation at all meetings.~~ ¶

No members of the public shall be required to identify themselves as a condition for admission to the meeting. The Board may require any member of the public desiring to address the Board to identify himself/herself.

Upon request, the Board shall make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

The Board shall make available at the meeting, for examination or copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting.

Procedures [84208405](#)

~~As provided in the Nebraska Open Meetings Act, the Papillion La Vista Community Schools Board of Education invites the public to attend and comment at its meetings sets the following rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings:~~ ¶

¶

~~All requests for public comment must be submitted prior to Call to Order by the presiding officer.~~ ¶

An individual or group may not pass out documents during the meeting to the audience or to the Board. Items for the Board members may be handed to the recording secretary for distribution after the meeting.

Signage of any kind is prohibited.

Speakers must comply with time limits and use proper decorum at all times.

The Board will listen, but will not engage with persons presenting comments. Items on the published agenda will be discussed during normal meeting processes; items not on the published agenda cannot be discussed in compliance with the Open Meetings Act.

Decorum:

Individuals or groups in attendance at Board meetings, or those making public comments to the Board who are disruptive to meeting proceedings, laugh at or heckle another speaker or district personnel, or who use defamatory language, curse, or discuss district personnel-related items in this public forum will be asked to comply with appropriate decorum. Failure to do so may result in the presiding officer halting proceedings until disruptive behavior ceases or violator(s) are removed from the meeting.

8430-8406 - Determining the Agenda

The Board President and the Superintendent of Schools shall have the responsibility for developing the agenda.

Procedure 8430

~~Roberts Rules of Order may shall be used be consulted for guidance on matters unless not otherwise noted in policy.~~

8444-8407 - Meetings - Minutes

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

The minutes shall be prepared by the secretary following the meeting, shall be written, shall be available for electronic inspection by the public and the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved.

The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours.

8460-8408 - Board Planning-Work Sessions

~~The board may call as needed work sessions to better aid~~ ~~To allow the Board to better aid the administration in achieving the mission of the Papillion La Vista Community Schools, Wwork planning sessions will be held annually or as deemed necessary. No action is taken by the board during a work session. Items on the agenda are for discussion and planning only.~~ The agenda(s) for these sessions will be developed by the administration with input from the Board.

~~Procedure 8460A~~

~~Work Planning Sessions~~

~~To allow the Board to better aid the administration in achieving the mission of the Papillion La Vista Community Schools, the following planning sessions will be held annually. The agendas for these sessions will be developed by the administration with input from the Board.~~

~~In the fall of each year, the Board will:~~

~~Review the District's Mission Statement, Belief Statement and Strategic Plan.~~

~~Discuss other concerns of the Board or administration.¶~~

~~In the spring of each year, the Board will:¶~~

~~Discuss board goals for program improvement that may impact the following school year's budget.¶~~

~~Address school district growth with its implications on facilities and programs.¶~~

~~Discuss other concerns of the Board or the administration.¶~~

8500 - Hiring ~~A~~ Board - Superintendent Relations

The Board of Education will employ a Superintendent of Schools to administer the educational program of the Papillion La Vista Community School District in accordance with state and local law, and its policies. The superintendent of schools reports directly to the board. The board assures through accountability and evaluation that the superintendent provides the best possible educational programs and services for all students in the district by leading, directing, and guiding every member of the administrative team, certified staff, and support services.

8510-8501 Superintendent Evaluation

NEB. REV. STAT. § 79-828 requires annual superintendent evaluations

As per state law, the board will develop and adopt an evaluation process and instrument that is certified and filed with the Nebraska Department of Education, Accreditation Department (Rule 10, 007.06).

The superintendent evaluation links the superintendent's assessment to the district's vision and goals by establishing performance indicators for the superintendent. The evaluation process fosters communication and understanding between the board and superintendent highlighting areas of accomplishment or areas of improvement.

The Board president will present the Superintendent's annual evaluation in a regularly scheduled Board meeting no sooner than March 1st and no later than April 30th. The second reading of the Superintendent's evaluation should be held prior to the Board's reorganization meeting. Any changes to the evaluation tool and/or process must be approved by the Board prior to the beginning of the next evaluation period, unless otherwise determined.

The Board evaluation shall be based upon actual observation of the Superintendent's performance at one full board meeting or at another functionally equivalent activity or event. Performance deficiencies, means for correction and timelines for implementing suggestions for improvement should be included in written documentation.

850120 Procedure:

One of the most important responsibilities of the PLCS Board is the evaluation of the Superintendent of Schools. To facilitate the effective and efficient evaluation of the Superintendent, the Board will utilize an annual evaluation timeline, except for the first year of employment.

The superintendent shall meet with the board president no less than twice each year to establish and review personal goals and strategic objectives of the district.

Following the Board reorganization meeting each year and before August 15, the Board president should establish the timeline for the Superintendent's evaluation, including deadlines for the following:

1. The date of the preview of the evaluation tool and process with the Superintendent
2. The date the Superintendent's input is due to the Board president
3. The date the Superintendent's input is shared by the Board president with Board members
4. The date the Board members' completed evaluation tools are due to Board president

During the first year of employment, the Superintendent will be evaluated twice, and the Board president should establish the evaluation calendar.

~~Evaluation Instrument~~

~~(link or copy)~~

850230 Communication

The Superintendent is responsible for regular and relevant communication to the board. At the end of each week the superintendent will provide a brief email to all elected board members of the activities accomplished during the week, and any upcoming events for which board members should be aware.

The Superintendent will offer to schedule a monthly standing meeting with each member to establish and sustain a professional and collaborative working relationship.

During regular meetings of the school board, the superintendent will report to the board informational, administrative, and district-related activities and accomplishments.

850340 Interim Superintendent

In the event that the superintendent can no longer perform their job functions, an interim superintendent will be selected. If the absence is temporary the appointment will be selected from current administrative cabinet members. If the absence requires a long-term appointment prior to hiring a new superintendent, the board will confer with legal counsel for guidance and process to appoint an interim according the state law and best practices.

850450 Hiring the Superintendent

Board acceptance of a resignation or a receipt of a retirement letter from the Superintendent, death of the Superintendent, or termination of employment as permitted under Nebraska law shall cause the process for the employment of a superintendent to begin.

A timeline and allocation of funds to conduct the search will be developed and approved by the Board.

The Board will develop and approve a job description, criteria and procedures for selecting a Superintendent and in the development of such criteria and procedures may request and receive input from staff members, legal counsel, business and community leaders, parents, and students.

