

**Agenda for the Board of Education Meeting**  
**January 26, 2026, 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, committed educators through meaningful 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 Mark Russell, MSG/CC
- B. Reports
  - 1. Superintendent's Report
  - 2. Board Member Reports
- C. 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 January 12, 2026
- B. Teacher Contract Agreement (Goal # 3)
- C. Policy Review 8000 Series- Board Organization and Operation (General Operations)
- D. Springfield Platteview Interlocal Boundary Agreement (General Operations)
- E. 2024-25 Audit Report Acknowledgment (General Operations)

**IV. Discussion/Information Items**

- A. Legislative Update - Catalyst Public Affairs (General Operations)
- B. Policy Review 1000 Series-Public Relations and Communications (General Operations)

**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**

February 6, 2026	No School - Elementary Only - Elementary Teacher Staff Development Day
February 9, 2026	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>

**PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27  
FINANCIAL STATEMENT  
12/31/25**

<b>BEGINNING G/L BALANCE AS OF 11/1/2025</b>		10,353,608.55
<b>REVENUE:</b>		
State Aid		4,326,584.00
Property Taxes Sarpy		1,422,402.55
Douglas Taxes		3.06
Special Ed		2,596,026.30
Grant Revenue		530,741.00
MIPS/MAPS		40,743.26
Interest Earned on Bank Accounts		22,902.93
School Lunch Program Receipts		569,350.16
Tuition Express (preschool tuition)		9,628.06
Misc. Items		232,326.98
	<b>TOTAL REVENUE</b>	<b>\$9,750,708.30</b>
<b>DISBURSEMENTS:</b>		
Payroll		6,209,446.59
Payroll Taxes		2,149,097.02
Vendor Payments/Mileage Reimb. General Fund		3,401,285.58
Payflex Fees		806.20
Health Savings Acct.		39,264.50
Retirement ACH		1,298,769.42
	<b>TOTAL DISBURSEMENTS</b>	<b>13,098,669.31</b>
<b>ENDING BALANCE AS OF 12/31/25</b>		<b>7,005,647.54</b>

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Treasurer

**RETURN TO AGENDA**

**PAPILLION-LA VISTA PUBLIC SCHOOL DISTRICT #27  
BOND FUND FINANCIAL STATEMENT  
12/31/25**

**BOND FUND #3**

Balance 12/1/2025 \$ 7,560.70

**REVENUE:**

Sarpy County Property Tax	0.00	
Interest	23.08	
Deposit	0.00	
Internal Transfer		
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>23.08</b>

**DISBURSEMENTS:**

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	
<b>TOTAL DISBURSEMENTS</b>		<b>\$0.00</b>

ENDING BALANCE THRU 12/31/2025 \$ 7,583.78

**BOND FUND #4**

Balance 12/1/2025 \$2,281,881.33

**REVENUE:**

Sarpy County Property Tax	44,470.77	
Interest	7,040.40	
Internal Transfer	0.00	
Deposit	0.00	
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>51,511.17</b>

**DISBURSEMENTS:**

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

ENDING BALANCE THRU 12/31/2025 \$ 2,333,392.50

**BOND FUND #5**

Balance 12/1/2025 \$2,423,157.17

**REVENUE:**

Sarpy County Property Tax	47,487.12	
Interest	7,476.72	
Internal Transfer	0.00	
Deposit	0.00	
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>54,963.84</b>

**DISBURSEMENTS:**

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	

TOTAL DISBURSEMENTS \$0.00

ENDING BALANCE THRU 12/31/2025 \$2,478,121.01

**BOND FUND #6**

Balance 12/1/2025 \$2,902,461.65

**REVENUE:**

Sarpy County Property Tax	72,813.30	
Interest	8,981.96	
Internal Transfer from bond 7	0.00	
Deposit	0.00	
<b>TOTAL REVENUE</b>		<b>\$ 81,795.26</b>

**DISBURSEMENTS:**

Principal/ Interest Payments	0.00	
Internal Transfer	0.00	
<b>TOTAL DISBURSEMENTS</b>		<b>\$0.00</b>

ENDING BALANCE THRU 12/31/2025 \$2,984,256.91

**BOND FUND #7**

Balance 12/1/2025 \$768,071.58

**REVENUE:**

Sarpy County Property Tax	41,752.11	
Interest	2,414.03	
Internal Transfer		
Deposit	0.00	
<b>TOTAL REVENUE</b>		<b>\$ 44,166.14</b>

**DISBURSEMENTS:**

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

ENDING BALANCE THRU 12/31/2025 \$812,237.72

**RETURN TO AGENDA**

Treasurer

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

**BUILDING FUND**

**Beginning Balance 12/01/2025** 1,505,071.18

**Receipts:**

Tax Revenue - Sarpy County/LC	13,066.91
Interest	2,849.83
Internal Transfer from NLAF	0.00
Misc. Deposits - NDE Deposit	0.00
Check voided in Dec from Nov	350,465.43
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	366,382.17

**Disbursements:**

A/P Checks	31,414.27
Internal Transfer to Five Points	0.00
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	31,414.27

**Ending Balance 12-31-25 Per G/L** 1,840,039.08

**CONSTRUCTION FUND**

**Beginning Balance 12/01/2025** 43,195,946.46

**Receipts:**

Tax Revenue - Sarpy County/LC	0.00
Interest	75,326.76
Internal Transfer to Five Points	3,500,000.00
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	3,575,326.76

**Disbursements:**

A/P Checks	3,382,121.48
Internal Transfers To Gen Fund	6,000,000.00
Transfer to Five Points	0.00
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	9,382,121.48

**Ending Balance 12-31-25 Per G/L** 37,389,151.74

\_\_\_\_\_  
Treasurer

**RETURN TO AGENDA**

**PAPILLION LA VISTA COMMUNITY SCHOOLS #27**  
**MONTHLY STAFF TRAVEL REQUEST**  
**BOARD OF EDUCATION**  
**January 26, 2026**

STAFF MEMBER	DATE AND DESTINATION	CONFERENCE / WORKSHOP	ESTIMATED REGISTRATION / TRANSPORTATION / LODGING / MEALS	ESTIMATED SUB COST
Ryan Stieren, Nate Wesson, Tyler Houchin, Tyler Nutsch, Mike Volker, Jared Minnick, Cody Munster, Alex Lammers, Clint Alderson, Scott Smallwood, Austin Boltin & Tim Clemenger	February 6 - 8, 2026 Chicago, IL	Glazier Football Coaches Clinic	\$1,266.00 (A)	\$2,160.00 (A)
<b>OUT-OF STATE TRAVEL FOR STUDENTS AND STAFF</b> Estimated General Fund Expenditures				

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

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**PAPILLION LA VISTA COMMUNITY SCHOOLS #27**  
**PERSONNEL ACTIONS**  
**BOARD OF EDUCATION**  
**January 26, 2026**

**Resignations**

Maggie King	5th Grade	Prairie Queen
Amy Welte	Special Education	Anderson Grove
Kaylee Stover	3rd Grade	Ashbury
Cassandra Noble	Science	Papillion Middle School
Derrick Spooner	Dean of Students/Asst. AD	Papillion La Vista South

**Leave of Absence**

Ashley Sefranek	1st Grade	Hickory Hill
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**New Contracts**

Erica Nightengale	5th Grade	Ashbury
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Erica received her Masters from Western Governors University in Utah. She is currently a 5th Grade Teacher at Bennington Public Schools.

Justin Fickel	Special Education	Papillion La Vista High School
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Justin received his Masters from Wayne State College. He is currently a Special Education Teacher at Omaha Public Schools.

Corina Castillo	6th Grade	Golden Hills
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Corina will receive her Bachelors from Creighton University in May 2026. She completed student teaching in the Fall of 2025 with Papillion La Vista Community Schools. Corina is a PLCS graduate.

Kaleb Kreikemeier	Business	La Vista Middle School
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Kaleb received his Masters from the University of Nebraska Kearney. He is currently a Business and Technology Teacher at Norfolk Public Schools.

Serena Wright	English Language Learner	La Vista Middle School
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Serena received her Masters from Post University in Connecticut. She is currently a Title III Program Specialist at Montana Office of Public Instruction in Montana.

**PAPILLION LA VISTA COMMUNITY SCHOOL DISTRICT #27**  
**Board of Education Proceedings**  
**January 12, 2026**

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 6:00 p.m., Monday, January 12, 2026. 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*, January 7, 2026. 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. All board members were present: Ms. Lisa Wood, Mr. Skip Bailey, Ms. Elizabeth Butler, Mr. Marcus Madler, Ms. SuAnn Witt and Mr. Brian Lodes. There were no comments from the Board or audience.

Communication

There were no public testifiers.

Student Council

Ms. Abigail Bender and Ms. Maddie Larsen, representatives from Papillion La Vista South High School, reported for the Student Council. Ms. Larsen reported all winter sports are in full swing. The girls and boys' basketball teams played against the Monarchs last Friday for the annual competition. The Theater department will perform *The Diary of Anne Frank* March 26-28, 2026. The Titan Band and Choir groups are incredibly busy during the winter season, with Show Choir's last competition taking place on January 17th. The Special Olympics Polar Plunge will take place on February 14th. The next DECA competition will be at Millard South on January 24th.

Superintendent's Report

Dr. Rikli provided a report of highlights and activities he has attended this past month. Dr. Rikli thanked the community for attending the meeting and the community members that are watching the meeting on YouTube. Dr. Rikli welcomed everyone back to the second semester. Dr. Rikli attended the Titan-Monarch Basketball game last Friday and the Titan-Monarch bowling game today.

Dr. Rikli recognized the All-State Music and Chorus students from both PLHS and PLSHS.

Dr. Rikli thanked Dr. Shureen Seery for her work during the Rule 10 Audit.

Dr. Rikli mentioned the Nebraska Legislature convened last Wednesday. Mr. Tim Gay from Catalyst Public Affairs will provide a summary to the Board at the January 26 board meeting.

Dr. Rikli recognized three new administrators. Ms. Jenny Logan, the new principal for Bell Elementary, Valle Thompson, the new principal for Hickory Hill and Ms. Alex Olson, the new Director of Curriculum and Secondary Education.

### Board Comments

Ms. Butler attended a liaison lunch at Hickory Hill.

Mr. Madler attended the Titan-Monarch basketball game and a liaison lunch at Tara Heights.

Ms. Witt attended a liaison lunch at Parkview Heights Elementary.

### Committee Reports:

- Building & Grounds & Finance: Mr. Madler reported that the committee had met. Agenda items discussed were the Patriot and Walnut Creek GMP's and the upcoming teacher contract.
- HR & Student Services Committee: Mr. Lodes reported that the committee has not officially met. They have been in negotiations with PLEA, which is on tonight's agenda.
- Curriculum and Instruction Committee: Mr. Bailey reported that the committee has met and will meet again tomorrow.

### Action Items – Annual Business

Election of officers for 2026: President Witt turned the election over to Dr. Rikli. Dr. Rikli requested nominations for the officer positions. Ms. Butler nominated all positions. Mr. Madler seconded the motion. The positions were approved unanimously by the Board.

President – Brian Lodes

Vice President – Lisa Wood

Secretary – Skip Bailey

Treasurer – Marcus Madler

There were no comments from the Board or audience. Roll call vote was taken. Ayes: Bailey, Butler, Madler, Witt, Lodes and Wood Nays: None. The motion carried.

A motion was made by Mr. Madler and seconded by Ms. Wood to approve the Action by Consent Annual Business items:

1. Authorize Vice-President to sign in absence of President, Secretary or Treasurer
2. Authorize Superintendent to sign for all Monies, Title Funds, Federal, State and Counties Monies and Bank Business
3. Authorize use of Facsimile Stamp
4. Designate Depositories (American National Bank, Pinnacle Bank, PFM Asset Management LLC (NSDLF+), U.S. Bank, and Five Points Bank.)
5. Designate *Sarpy Times* or other papers of general circulation as official newspaper for notification of meetings. Additional posting locations if needed: Sarpy County Court House, both High Schools, Papillion Public Library, La Vista Public Library, and the district website.

There were no comments from the Board or audience. Roll call vote was taken. Ayes: Butler, Madler, Lodes, Wood, Witt, and Bailey. Nays: None. The motion carried.

A motion was made by Mr. Madler and seconded by Ms. Witt to approve the 2026 board meeting dates as presented. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Madler, Lodes, Wood, Witt, Bailey, and Butler. Nays: None. The motion carried.

### Action Items – Monthly Business

A motion was made by Ms. Witt and seconded by Mr. Bailey to approve the Action by Consent Items: The meeting agenda, bills, out of state travel and personnel, and board meeting minutes of December 8, 2025, as presented. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Lodes, Wood, Witt, Bailey, Butler, and Madler. Nays: None. The motion carried.

A motion was made by Mr. Bailey and seconded by Mr. Madler to approve Catalyst Public Affairs as the District's political representation at a yearly rate of \$39,000 plus expenses from January 1, 2026, through December 31, 2026. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Wood, Witt, Bailey, Butler, Madler and Lodes. Nays: None. The motion carried.

A motion was made by Mr. Madler and seconded by Mr. Bailey to (1) approve the Guaranteed Maximum Price (GMP) of \$5,592,979 for the Patriot Elementary renovation and additions and (2) to delegate authority to and authorize, approve the President of the Board of Education, Superintendent of Schools, Assistant Superintendent of Business Services or a designee for the school district to sign, execute and deliver such construction contract, sign and approve any change orders, retain necessary professionals for assistance, pay the contract price, change order increases, and expenses related to the construction project and site preparation work and take all other action necessary to complete any requirements or obligations under the construction project and contract. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Witt, Bailey, Butler, Madler, Lodes, and Wood. Nays: None. The motion carried.

A motion was made by Mr. Madler and seconded by Ms. Butler to (1) approve the Guaranteed Maximum Price (GMP) of \$5,979,635 for the Walnut Creek Elementary renovation and additions and (2) to delegate authority to and authorize, approve the President of the Board of Education, Superintendent of Schools, Assistant Superintendent of Business Services or a designee for the school district to sign, execute and deliver such construction contract, sign and approve any change orders, retain necessary professionals for assistance, pay the contract price, change order increases, and expenses related to the construction project and site preparation work and take all other action necessary to complete any requirements or obligations under the construction project and contract. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Bailey, Butler, Madler, Lodes, Wood, and Witt. Nays: None. The motion carried.

A motion was made by Mr. Bailey and seconded by Mr. Madler to approve entering into a purchase agreement with CDW-G as presented with a total cost of \$625,140.00. There were no comments from the Board or audience. Roll call vote was taken. Ayes: Butler, Madler, Lodes, Wood, Witt, and Bailey. Nays: None. The motion carried.

#### Discussion/Information Items

Dr. Settles provided the Board with a demographic report of the students enrolled in our schools and the personnel employed to serve the needs of the students. This information is intended to create a foundation of knowledge that will assist board members with staffing decisions for the 2026-27 school year.

Dr. Settles discussed the proposed two-year teacher contract for the 2026/27 and 2027/28 school years. The PLEA membership has voted to approve a two-year teacher contract which includes:

- Two-year agreement
- Vertical and horizontal movement will be allowed.
- Base salary increases of \$800 over two years.
- Year 1 \$575 base increase taking the base to \$41,325 a total package increase of 3.5%
- Year 2 \$225 base increase taking the base to \$41,550, a total package year two increase of 3.49%.
- Reflects a 7.25% medical and dental overall increase.
- Insurance will remain through EHA (BCBS of Nebraska) with three network choices for staff along with a choice between PPO and HDHP.
- Includes a reopener clause for either side if the total cost of health and dental insurance premiums increase by less than two percent (2%) or more than seven (7%) from 2026-27 to 2027-28 and/or if the NPERS retirement contribution is the highest or lowest possibility.

Other items:

- New hires with experience will be granted up to 20 years.

- Clarification of calculation of School Nurse salary schedules.
- When a current teacher is selected to transfer into a designated high need or hard to fill position, the District may offer that teacher the option of: 1) Nine (9) hours of paid graduate courses to work towards the new endorsement for the position being transferred into; or 2) An additional one time \$1500 in salary for the first year in the High Need Certification/Hard to Fill Area.
- Addition of leave allowance for teachers serving in public office.

Extra duty changes:

- Add 1.0 Volleyball - Assistant at Middle School taking the allocated FTE from 2.0 to 3.0.
- Add HAL District Team Leader 1.0 at 5%
- Add additional 1.0 Softball Varsity Assistant to each High School
- Add 1.0 FTE Hope Squad Zoo Academy at 2% and 1.0 FTE Hope Squad Health Academy at 2%
- Add 2.0 Unified Sports to each Elementary school at 2%
- Add 1.0 Unified Schools Chair to each High School at 6% and 1.0 to each Middle School at 4%

The Board will act on the agreement at the January 26 board meeting.

Mr. Brett Richards briefed the board on a continuation of the interlocal agreement for adjustment of school district boundaries with Springfield Platteview Community Schools. The district has been in discussion with Springfield Platteview Community Schools for renewal of our district boundary interlocal agreement approved by both districts back in December 2015. Any boundary change would require approval by both school boards and the State Reorganization Committee.

Board President Lodes reviewed the future board calendar.

Board President Lodes adjourned the meeting at 7:37p.m.

Skip Bailey, Secretary  
 Papillion La Vista Community School District  
 Board of Education

**Subject:** Ratification of Teacher Master Contract for 2026-27 and 2027-28

**Meeting Date:** January 12, 2026

**Prior Meeting Discussion Date:**

HR Subcommittee Meetings: October 28, 2025, November 10, 2025, November 12, 2025, November 17, 2025, December 3, 2025, December 8, 2025, December 9, 2025, December 15, 2025  
Board of Education Meeting (closed sessions): November 24, 2025 & December 8, 2025

**Department:** Human Resources

**Action Desired:** Approval \_\_\_\_\_ Discussion   X   Information Only \_\_\_\_\_

**Background:**

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- Add 1.0 Unified Schools Chair to each High School at 6% and 1.0 to each Middle School at 4%

**Recommendation:** Discussion.

**Responsible Person:** Ms. SuAnn Witt/Dr. Kati Settles

**Superintendent's Approval** \_\_\_\_\_  
Signature



**PAPILLION LA VISTA COMMUNITY SCHOOLS**  
**2026-2028**  
**TEACHER AGREEMENT**

THIS AGREEMENT made and entered into this 26th day of January, 2026, by and between the Board of Education of the School District of Papillion La Vista in the County of Sarpy, in the State of Nebraska (hereinafter referred to as the “Board” or “District” as the context may require) and Papillion La Vista Education Association (hereinafter referred to as the “Association”). This agreement shall be effective for the 2026-2027 and 2027-2028 contract years.

**1. REPRESENTATIVE UNIT**

A. The District recognizes the Papillion La Vista Education Association as the sole and exclusive representative for the bargaining unit as provided by the Certification Order entered in Nebraska Commission of Industrial Relations Case No. 1528, Rep. Doc. No. 573, which sets forth that the bargaining unit includes all teachers, nurses, counselors, social workers, certificated behavior facilitators, professional learning facilitators, psychologists, deaf educators (deaf and hard of hearing educators), vision specialists, deans of students, speech pathologists, assistant activities directors, program coordinators, instructional coaches, technology coaches, media specialists (school librarians) and teacher facilitators of the Papillion La-Vista School District (Papillion La Vista Community Schools).

**2. CONTRACT YEAR / WORKDAYS**

A. Annual Employment Period: The annual employment period for each teacher will be 190 contract days including days with students in attendance. Additional days required of new hires for orientation or for positions with extended contracts will be paid at 1/190<sup>th</sup> of that teacher’s annual pay.

**3. SALARY SCHEDULE /PLACEMENT**

A. The salary schedules for the teachers of the District shall be in accordance with Exhibits “A1, A2, A3, and A4.” attached. Base salary for the 2026-2027 school year is \$41,325 and for the 2027-2028 school year will be \$41,550.

B. Teachers will advance one step vertically on the newly adopted salary schedule for the 2026-2027 school year and the 2027-2028 school year.

C. There will be horizontal movement for additional hours earned in accordance with this Agreement for the 2026-2027 and 2027-2028 school years.

D. Credit hours used for salary determination and for advancement in the BA+ range must have been earned after the BA Degree was earned. Credit hours for salary determination and for advancement in the MA+ range must have been earned after the MA Degree was earned, e.g., no hours earned prior to the date the MA Degree was earned will carry over from the BA level to be counted for MA+ hours. Graduate credit must be issued by a college with regional accreditation (such as Higher Learning Commission), or course work must be approved by the Human

Resources Administrator PRIOR to enrolling in the class. Graduate hours approved for salary schedule placement, and individual teacher's degree program for which previous coursework has been approved for salary schedule placement before 2013-14, will be grandfathered.

E. Any hours that are to be applied to the salary index must be education-related graduate hours or approved undergraduate hours for additional endorsements or specialties when such hours have been approved in writing in advance by the Assistant Superintendent of HR or designee.

F. Teachers who acquire the necessary additional hours of college credit shall report those hours to the district by September 1 and be placed on the appropriate step and column of the salary schedule. Any adjustment for prior months shall be reflected in the October paycheck. All remaining paychecks will reflect appropriate placement.

G. Additional compensation will be paid to specific teachers from the Supplementary Salary Schedule as agreed to and attached as Appendix "B1" to this Agreement.

H. Effective with the 2011-12 and 2012-13 contracts, new hires to the district coming in with zero years of previous experience will be placed on Step one (1) and will move vertically thereafter as the salary schedule allows and negotiations authorizes. New hires for the 2026-2027 contract year and forward with one or more years of experience will be placed on a step commensurate with, and up to 20 years of their actual previous experience plus one step, in the column appropriate with their educational attainment, up to and including Step 21. Student teachers who accept employment with the district consecutively following their semester or year as a student teacher and begin their teaching career as a new hire in PLCS will be placed on step two (2), honoring their prior experience in PLCS.

I. For any non-contract days for which an employee is required to be in attendance, the teacher will receive 1/190<sup>th</sup> of his or her salary for each day the contract is extended.

J. Any teacher who is on Step 17 (L1) will earn a 2.0% of the base longevity increase. Such teacher will then earn an additional 1.0% of the base longevity increase for Steps 18 (L2) through 21 (L5). Any teacher who is on Step 22 (L6), in columns MA+9 or higher will earn an additional 2.0% of the base longevity increase. Such teacher will then earn an additional 1.0% of the base longevity increase for Steps 23 (L7) through 26 (L10). (See Appendix A1 and Appendix A2)

K. Part-time employees will receive prorated salary and benefits at the same fraction as their full-time equivalency employment. The employee shall have the option to pay for the additional coverage not covered by the district as is allowed by the benefit carrier contracts. Salary advancement will be credited at the rate of one year of experience for each year of 50% or greater employment.

L. High Need Degrees/Hours: For 2017-18 and each year thereafter, the District may allocate a maximum of \$50,000 to provide expense reimbursement for designated high need degrees and/or graduate hours and/or endorsements in designated subject areas. Teachers who are reimbursed for expenses to obtain high need degrees and/or graduate hours and/or endorsements will be expected to remain in the district for a minimum of three years after the reimbursement. If the teacher stays less than three years, the teacher will be expected to repay the district a proportionate share of the reimbursement, e.g., if the teacher leaves two years after receiving reimbursement, they would owe the district one third of the district's reimbursement to them.

The policies, procedures, implementation and all decisions related thereto, including the designation of the applicable degrees and graduate hour subject areas and endorsement areas, shall be the sole responsibility of the District; provided however, the District will review the program and solicit input from the Association prior to implementation.

M. High Need Certification/Hard to Fill Areas: For 2023-2024 and each year thereafter, in January, the District will designate high need and/or hard to fill positions for the upcoming school year. Discussion of high needs and/or hard to fill positions will be a standing agenda item on meetings between PLEA leadership and PLCS HR administration.

When a current teacher is selected to transfer into a designated high need or hard to fill position, the District may offer that teacher the option of:

1) Nine (9) hours of paid graduate courses to work towards the new endorsement for the position being transferred into;

or

2) An additional one time \$1500 in salary for the first year in the High Need Certification/Hard to Fill Area.

When the District hires a new teacher for the designated high need or hard to fill positions, the District may offer an additional one time \$1500 in salary for the first year in the High Need Certification/Hard to Fill Area.

This designation is at the discretion of the school district based on current needs and will be made per position.

N. When an error has been made in salary or a benefit deduction, the salary/deduction shall be corrected for the current contract year and the previous contract year, only.

#### 4. NURSES

A. For the purposes of this negotiated agreement, the reference to “NURSE” is defined as a Registered Nurse employed by Papillion La Vista Community Schools as a “School Nurse” or a “Teaching Nurse.” A school nurse practices a specialized area of public health nursing with responsibilities that include advocating for student-centered care, providing care coordination, and collaborating with stakeholders to bridge health care and education. A teaching nurse provides direct instruction to high school students through health-related coursework. School nurses and teaching nurses are members of the bargaining unit and are subject to the terms and conditions of the negotiated agreement.

B. Registered nurses hired specifically to provide health services to students with fragile medical needs are not included in the bargaining unit and are not subject to the terms and conditions of the negotiated agreement with teachers. Further, certified nursing assistants, certified medical assistants, certified medication aides and licensed practical nurses are not included in the bargaining unit.

C. A nurse without a bachelor’s degree will be placed in a separate column on the nurses salary schedule, noted as RN, and must obtain a bachelor’s degree prior to horizontal movement on the salary schedule. See Appendix A2 and A4.

D. Nurses with a bachelor’s degree (BSN) or master’s degree (MSN) earn horizontal movement on the nurses salary schedule for approved graduate hours and/or continuing education contact hours). Continuing education is required for nurses to maintain a nursing license/certification.

E. For the purposes of this agreement,

- 1 continuing education contact hour is equal to one hour towards horizontal movement
- 1 continuing education unit is equal to 10 continuing education contact hours
- 1 Graduate Hour is equal to 15 continuing educating contact hours

All continuing education certifications will be converted to continuing education contact hours based on the conversions listed above. Graduate hours will be converted to Contact Hours if less than the total credits required for horizontal movement (e.g. Six graduate credits earned converts to 90 Contact Hours.) Horizontal movement on the School Nurse Salary Schedule (Appendix A2) is based on the total number of continuing education contact hours and/or graduate hours.

All continuing education must be completed off contract time. For example, continuing education contact hours may be offered by an agency for CPR training, however, the district offers CPR training during contract time. Only Contact Hours earned as a result of registration paid by the individual nurse will be approved for horizontal movement on the salary schedule.

F. A master's degree in nursing is required for horizontal movement beyond the BA+36/MA column, and a terminal degree (e.g. PhD, EdD, DNP) is required for horizontal movement beyond the MA+36 column.

## 5. PLAN TIME COMPENSATION

A. The District recognizes the importance of plan time and will strive to provide daily plan time for all teachers. Teachers covering for absent colleagues when a substitute is not in place shall be reimbursed for each planning period lost. Compensation will be paid at \$33.00 for each planning period or proportion thereof. The building administrator will have the sole responsibility of implementing a process to file the time sheets for reimbursement.

B. Teachers requesting to leave school for less than a full day will be given permission only by the administrator. If another teacher is asked by the administrator to give up plan time to take the absent teacher's place, the covering teacher will be compensated. Compensation for that teacher will be \$33.00 for each planning period or proportion thereof. The building administrator will have the sole responsibility of implementing a process to file the time sheets for reimbursement.

C. Teachers may secure, in agreement with the principal, another teacher to cover a class or part of a class without loss of accumulated leave. The teacher who agrees to cover the class will not receive district compensation.

## 6. INSURED BENEFITS

A. Term Life Insurance: The board will pay the premium, which provides \$20,000 of group term life insurance for each employee. An employee may purchase additional term life insurance at his/her own expense as may be permitted by the terms of the insurance policy.

B. Income Protection: The district shall pay the premium for a 60 calendar-day elimination period, long term disability insurance. The insurance coverage will be at 60% for each employee, based on the employee's salary and health insurance premium.

C. Health Insurance:

(1) Health Insurance Plan Provider and Deductible: The Board of Education, in its sole discretion, shall determine the group health and dental insurance provider, plan, and definition of dependent for the 2026-2027 contract year, and make such health and dental insurance plan available to all employees subject to this agreement. Such health insurance plan shall:

(a) provide all employees electing to enroll in health and dental insurance a \$1,900 annual deductible for the employee health insurance plan accompanied by a separate \$1,900 annual deductible for the employee's dependents, with health and dental insurance benefits generally equivalent to those set forth on Appendix C and the Health and Dental Insurance Benefit Summary Agreement for the 2026-2027 Plan Year entered into by the School District and the Association which are incorporated herein by this reference; and

(b) make available to employees electing to enroll in health and dental insurance an HSA-eligible \$3,800 deductible, 10 percent coinsurance high deductible health plan (HDHP), and dental insurance benefits generally equivalent to those set forth on Appendix D1 and the Health and Dental Insurance Benefit Summary Agreement for the 2026-2027 Plan Year entered into by the School District and the Association which are incorporated herein by this reference. Married employees may elect two single HDHP health insurance policies rather than Employee and Spouse family coverage when: both spouses are employed by the district, each is individually eligible for health insurance, and the district pays the health insurance premium. If children are covered by either of the married employees, both spouses and their children will be covered under one family policy.

(2) Coverage Provided to Employees and Employee Contribution to Premiums: (a) School District Provided Self-Only (Employee) Health Insurance: The Board of Education shall pay 100% of the premium for the self-only (Employee) health and dental insurance coverage, and the level of dependent health insurance coverage for which an employee may qualify should they elect to receive such dependent coverage subject to the employee's contribution toward the total cost of the dependent health insurance premium set forth in subparagraph b. below. For each employee receiving self-only coverage through the HDHP, the Board of Education shall contribute to a health savings account held in that employee's name an amount equal to 100% of the difference between the HDHP premium cost and the cost of self-only coverage through the lower deductible plan. For each employee receiving dependent coverage through the HDHP, the Board of Education shall contribute to a health savings account held in that employee's name an amount equal to 93% of the difference between the HDHP premium cost and the cost of dependent coverage through the lower deductible plan.

(b) Employee Contribution to Dependent Health Insurance Premium: Employees electing to take dependent health insurance coverage will contribute to the monthly premium costs of such coverage an amount not to exceed seven percent (7%) of the total cost of Employee/Child(ren), Employee/Spouse, or Employee/Spouse and Child(ren) dependent health insurance monthly premium costs for the level of insurance elected by the employee per month but in no event shall the Employee contribute more than the following amounts for 2025-2026. Maximum rates of contribution for 2027-2028 will be published by November 30, 2026.

<b>Level of Dependent Health Insurance Coverage</b>	<b>Employee Contribution Toward Monthly Premium</b>
Employee/Child(ren)	\$111.16
Employee/Spouse	\$126.18
Employee/Spouse and Child(ren)	\$169.43

If the employee and his/her spouse are employed by the district and both qualify for the insurance program, they will be provided dependent coverage with no participation in the premium cost.

D. Dependent Dental Insurance: Employees electing to take dependent dental insurance shall pay the full cost of that portion of the monthly premium for the level of coverage elected that exceeds the monthly premium cost for self-only (Employee) dental insurance, but in no event shall the Employee contribute more for the 2026-2027 contract year than the following amounts:

<b>Level of Dependent Dental Insurance Coverage</b>	<b>Employee Contribution Toward Monthly Premium</b>
Employee/Child(ren)	\$27.83
Employee/Spouse	\$36.02
Employee/Spouse and Child(ren)	\$59.66

Any premium costs necessary to maintain dependent dental coverage that exceeds the employee contribution limits set forth herein for the 2026-2027 contract year shall be paid by the School District. Maximum rates for 2027-2028 will be published by November 30, 2026.

Teachers on Extended Leave: When teachers take an extended leave, their insurance premium will be paid for the month in which they leave plus the following month. Nothing in this Agreement shall be construed to in any way modify or limit an employee's rights under the Family and Medical Leave Act of 1993 (FMLA).

E. The teachers who are employed at less than full time (1.0 FTE) but at least 0.4 FTE shall be provided the option of extending, through payroll deduction from their salary, individual coverage to full family coverage for both dental and/or health insurance for themselves and their eligible family members. The District will pay 100% of the Single Coverage Premium or the FTE prorated family premium, whichever is greater.

F. New employees are not covered by Health Insurance until September 1. If hired after the start of the school year, coverage begins on the first day of the month following employment.

G. In the case of a multi-year agreement:

- a. If the total cost of health and dental insurance premiums is set to increase by less than two percent (2%) or more than seven (7%); and/or
- b. If the NPERS contribution is determined to be the lowest or the highest possibilities;

either of the negotiation teams, Teachers or Board, may reopen negotiations to adjust compensation. Reopening should be requested by December 1 to discuss the following year.

## 7. ACCUMULATED LEAVE

A. Accumulated leave with pay shall be granted on the basis of one (1) eight-hour day per calendar month (12 days/96 hours per year) for each full-time employee, and pro-rated accordingly for part-time employees and those hired after September 1<sup>st</sup>. Accrued accumulated leave will be posted on each monthly payroll advice, and leave balances will be made available to employees online. Personal leave as described throughout Section 7 shall be available at the beginning of each contract year. Illness leave shall be at the beginning of the contract year. Teachers may access unearned accumulated leave, not to exceed the total accumulated leave for the contract year. Use of accumulated leave in excess of the employee's balance will result in a dock in pay.

B. Earned leave may be accumulated from year to year until a teacher has accumulated a maximum of one hundred twenty (120) days.

C. Accumulated Leave Buy-back Program: Teachers who have unused accumulated leave beyond the 120-day maximum at the end of a contract year will be eligible to annually sell back up to 12 unused days down to the 120-day maximum. Each day would be compensated at a rate of ½ the current daily substitute rate of pay.

D. When a teacher separates from the district, that teacher shall be paid for unused accumulated leave at the rate of one-half (1/2) of the district's current daily pay for substitute teachers, not to exceed ninety (90) days. This benefit may be withheld if the employee fails to fulfill the contract or has their contract canceled.

E. After three (3) consecutive days of an employee's absence for illness, the District may request a licensed physician's certificate for the absence to be counted as accumulated leave.

F. Accumulated leave may be taken for personal illness as well as for an illness of the individual's family – (father, mother, grandfather, grandmother, father-in-law, mother-in-law, spouse, child, grandchild, brother, sister or legal dependent). Additional absences will be considered under the personal leave section of this agreement.

G. If an individual has exhausted his/her accumulated leave days due to personal illness or incapacitation or a dependent's illness or incapacitation (spouse or minor child for whom the employee is legally and financially responsible), the individual shall retain all employment rights and the district shall continue to pay all insurance premiums provided for in this contract during the time the employee is eligible as defined by the Family Medical Leave Act. H. A teacher shall be allowed to use available accumulated leave when he/she is adopting a child. Leave will be granted upon completion and approval of the Family and Medical Leave application.

I. Personal leave is for activities of an unusual nature that cannot be scheduled outside the teacher's regular duty day. Teachers shall apply for Personal Leave by submitting a request in writing (explanation or reason is not required) to the building administrator. The administrator shall acknowledge and submit the application to the Assistant Superintendent of Human Resources for his/her approval. Unused personal leave will convert to illness accumulated leave at the end of the school year.

The number of personal leave requests granted will not exceed 4% of the district teaching staff on any given contract day, and the number of personal leave requests granted per building will not exceed eight percent (8%) of the building's certified teaching staff.

The number of accumulated leave days that may be used for Personal Leave are as follows:

- Teachers may apply to use 4 of their 12 accumulated leave days as personal days per year.
- Days shall be granted in no less than half day increments when a sub is required and may be used intermittently or contiguously.

J. Qualified certified staff members have the option to exchange two accumulated sick leave days in order to gain one additional day of personal leave. A certified staff member may apply for this exchange annually by submitting an electronic form to Human Resources by the 1<sup>st</sup> of June.

- To qualify, a staff member must have completed 10 or more years of service.
- Those with 10 or more years of service may apply for one exchange annually.
- Those with 20 or more years of service may apply for two exchanges annually.

The newly converted days may be used beginning with the following school year (e.g. days exchanged by June 1, 2026 may be used during the 2026-27 school year).

## 8. EXTENDED LEAVE/LEAVE OF ABSENCE

A teacher who is not able to continue his/her teaching duties, due to personal or family reasons, may be considered for a leave of absence without pay.

A. Semester Long Extended Leave. Extended leave for one semester without pay may be granted if it is requested in writing. In order to initiate this type of leave, a letter must be submitted to the Assistant Superintendent of Human Resources requesting a semester long extended leave. Any extenuating circumstances may be included. The district will arrange for a substitute and the person requesting leave will be returned to a position comparable to when the leave commenced and be advanced on the salary schedule as other certificated staff without any limitations because of the leave granted. The employee will retain all seniority and accumulated leave. Comparable position is defined as a position for which an individual is appropriately certificated, endorsed, or has previously taught or served.

B. Leave of Absence. If the teacher's request is for a one-year leave of absence, the leave may be granted. If such leave is granted, the teacher will be able to return to a comparable position in the district. The district may deny a one-year request on the basis of availability of a substitute, a predicted RIF, or if the number of requests cause undue hardship on the district or a particular building. The district will maintain all seniority and accumulated sick leave for the employee. In order to initiate this type of leave, a letter must be submitted to the Assistant Superintendent of Human Resources requesting a leave of absence. This letter indicates the amount of leave requested will not exceed two school semesters. (The statement above "without pay" also includes all salary and fringe benefits, unless otherwise specified in this section). The District must be notified of the intent to return from a leave of absence by February 1. If notification is not received, resignation is posted and reapplication with the District must occur. The district may limit the amount of "Leave of Absence" approvals to no more than five per year.

## 9. ASSOCIATION LEAVE

A. The Association shall be granted forty (40) days total leave per year for the membership, provided that the Association shall assume and pay the cost of the engagement of any substitute teacher or teachers required on such occasions with coordination with the teacher's building administrator.

B. An employee who is elected to a NEA/NSEA office or PLEA President shall, upon written application to the employer, be granted a leave of absence without pay of up to six (6) consecutive years. The leave of absence shall be granted without loss of accrued employment benefits that have been earned prior to the leave of absence unless the position no longer exists, in which case the employee shall be placed in the first available position for which he/she is qualified. Insurance benefits may be continued by the employee upon payment of the premiums to the employer and acceptance by the carrier. The District will recognize time served in the PLEA President position for salary schedule advancement. The employee will retain all seniority and accumulated leave.

## 10. BEREAVEMENT LEAVE

Absence from work will be allowed so that the employee may have consecutive workdays following the death of a relative without loss of pay following these parameters:

Days	Relationship	Definitions which apply
Up to 10 consecutive days	Employee's spouse, domestic partner, or child	-Domestic partner has shared the same residence with the employee for at least the prior 3 months and has the current intent of doing so indefinitely. -"Child" is the employee's biological child, adopted child, foster child, stepchild, or legal ward
Up to 5 consecutive days	Employee's parent, brother, sister, grandchild, mother-in-law, father-in-law, or any other individual who is a permanent resident in the employee's home.	Permanent resident must have resided in the employee's home for at least ninety (90) days immediately preceding the individual's death.
Up to 3 consecutive days	Employee's grandparent, brother-in-law, sister-in-law, daughter-in-law, son-in-law, nephew, niece, aunt, uncle, or grandparent-in-law.	To be used for the purpose of attending the funeral services for the family member

Additional absences will be considered under the Accumulated Leave of this Agreement. For family members not listed in this chart, personal leave is appropriate to attend the funeral services.

If leave cannot be arranged to be consecutive, approval must be given by the supervisor with

direction from the Assistant Superintendent of Human Resources. Leave will not be allowed to be spread out over an unreasonable extended period of time.

#### 11. SABBATICAL LEAVE

A. No more than two (2) Sabbatical Leaves will be granted in any one fiscal year. A teacher, to be eligible for Sabbatical Leave, shall have served in PLCS five (5) consecutive years. The only reimbursement for Sabbatical Leave will be the payment of the family health/single dental insurance premium for the individual involved, to the level agreed to in this negotiated agreement. The person receiving Sabbatical Leave will be returned to a position comparable to when the leave commenced and be advanced on the salary schedule as other certificated staff without any limitations because of the leave granted. Comparable position is defined as a position for which an individual is appropriately certificated, endorsed, or has previously taught or served.

B. The teachers will be asked to sign an agreement that they will serve the District one (1) full school year for each semester of Sabbatical Leave granted. The deadline date for an application to be submitted to the Superintendent of Schools, or his/her designee, for Sabbatical Leave to be considered, is the first working day in March of the year the leave is requested.

#### 12. PUBLIC OFFICE

A. An employee who is elected to a municipal, county, state or federal office shall, upon written application to the employer, be granted a leave of absence without pay of up to four (4) consecutive years except where prohibited by law. The leave of absence shall be granted without loss of accrued employment benefits that have been earned prior to the leave of absence unless the position no longer exists, in which case the employee shall be placed in the first available position for which he/she is qualified. Insurance benefits may be continued by the employee upon payment of the premiums to the employer and acceptance by the carrier.

B. It is recognized that some employees elected to a public office as specified in 12A will decide to continue in their school district position while in office. There may be occasional obligations for the public office that will require time away from school. Permission may be granted to use up to five (5) of the employee's own accumulated days of paid sick leave each year for leave to attend in-state or out-of-state duties related to the public office position. It will be the responsibility of the employee to keep the supervisor informed and go through the process to request leave and a substitute with advanced notice.

#### 13. MILITARY LEAVE

A. Any employee covered by this agreement shall be granted military leave consistent with Federal statutes.

#### 14. JURY DUTY/ELECTION DUTY AND SUBPOENA LEAVE

A. Leave of absence with pay will be granted for jury duty. The teacher will notify the district when notification to serve on jury duty is received. Any pay received, less mileage will be reimbursed to the district.

B. Leave of absence with pay will be granted when a teacher is subpoenaed to appear in a court of law. Any pay received, less mileage, shall be reimbursed to the district.

C. Leave of absence with pay will be granted for election duty if summoned. The teacher will notify the district when notification to serve on the election board is received. Any pay received, less mileage, will be reimbursed to the district.

## 15. GRIEVANCE PROCEDURES

A. A claim upon an event or condition which affects the terms and conditions of employment of a teacher or group of teachers as specified in the contractual agreement between the Papillion-La Vista Education Association and the District and/or the interpretations, meaning, or application of the contractual agreement between the Papillion-La Vista Education Association and the District is a grievance.

B. A Teachers' Rights committee composed of not more than three (3) members of the Association shall be designated by the Association for the purpose of handling grievances. Meetings between this committee and the District representatives shall be arranged between these two groups on a mutually satisfactory basis. Grievances shall be handled immediately in the following manner:

(1) Between the principal and aggrieved party, with or without a representative of the Association. This meeting shall take place within ten (10) contract days of knowledge of the incident which is the basis of the grievance.

(2) If satisfactory adjustment of such grievance shall not thereby have been reached, the Grievant shall have the right to submit a written grievance with the Superintendent of Schools within ten (10) contract days of the conclusion of the meeting with his/her principal, as outlined above. A copy of the written grievance shall be filed with the designated member of the Association Teachers' Rights Committee.

(3) Based on the written grievance, a hearing shall be conducted within ten (10) contract days after receipt of the written grievance. The Grievant may be represented by the Association at the hearing. The Superintendent of Schools shall within ten (10) contract days thereafter render the decision, in writing, to the Grievant and to the Association Grievance Committee. (4) In the event a dispute shall arise between the administration and the Association with reference to the proper interpretation or application of the provision of this contract, and if such dispute cannot be settled by mutual agreement of the parties, then, within ten (10) contract days, the District shall conduct a hearing on the grievance and shall render a decision thereon within ten (10) contract days following the hearing. The Grievant shall have the right to be represented at such a hearing by a representative of the Association. The decision of the District shall be reduced to writing, and written copies of the decision shall be provided to the Grievant, Superintendent of Schools, Principal of the Grievant, and to the local and state officers of the Association.

(5) Any extension of time limitations of this procedure may be extended upon the written mutual agreement of both parties.

## 16. COMMUNICATIONS

A. The District will allow for a bulletin board and email communication from PLEA Officers to

use for the posting and sharing of information to certificated staff members. The information on the bulletin board and in emails shall be limited to general information regarding meetings, elections, surveys, social activities, education activities, certificated staff vacancies, and other notices mutually agreed upon between the Association and the Superintendent of Schools or his designee.

B. The District will provide an electronic copy of all vacancy notices that may be posted by the Association President.

C. Endorsed vendors of NSEA will be allowed in District buildings before or after duty hours of employees so long as the educational process is not disrupted and employees are not required to participate in vendor activities.

D. Association meetings will be allowed in District buildings before or after the duty day so long as the educational process is not disrupted.

#### 17. SUPPLEMENTARY SALARY SCHEDULE

A. The supplemental salaries are agreed upon and set forth in the Supplemental Salary Schedule attached to this agreement as Appendix "B". If the District decides to add a newly created position to the Supplementary Salary Schedule at any point during the contract year, a meeting with Papillion La Vista Education Association will be called to reach agreement on compensation for that position.

B. If two or more teachers are assigned to share a duty, the payout for that position will be split based upon the number of persons and the percentage of remuneration assigned to that duty.

C. Teachers who have completed ten (10) years of experience in a particular sport, activity or duty will receive a 10% increase in the standard supplemental salary for that category.

D. Employees who are not certified teachers but are covered by this contract who hold national certification in other specialties that are equivalent to the National Board for Professional Teaching Standards Certification will receive a 5% of base increase in their salary. The school district will reimburse the examination/processing fee up to \$2,500 per individual at a maximum district total cost of \$8,000. The district will approve those representatives who qualify for reimbursement.

E. Employees who teach online courses outside of their duty day will be compensated. The rate of compensation for coursework that, if offered during the regular school day would be considered academic coursework (e.g., English, Social Studies, Math, Science, Business, Art History) may be paid a different rate than automated coursework (e.g., Physical Education).

Listed as Extra Duty on the Supplemental Salary in Appendix B.

#### 18. REDUCTION IN FORCE

A. Reductions in certificated staff may sometimes be necessary due to declining enrollment, budgetary considerations, program changes or other factors. Where possible, any reductions shall be accomplished through the normal attrition of the staff. Where normal attrition does not produce sufficient reductions, the superintendent will recommend to the Board the names of teachers to be terminated. All recommendations will follow the letter and spirit of applicable laws. In general, selections for RIF terminations will be made on the basis of least seniority.

However, consideration must be given to (1) the program offerings of the district, (2) areas of certification and endorsement which may be required to maintain accreditation, (3) laws which may mandate certain employment practices, and (4) special qualifications that may require specific training and/or experience. Employees terminated through RIF will be offered re-employment by the district in any future opening for which they qualify for a period of two years. Upon re-employment, the employee shall resume the position on the salary schedule that is dictated by his/her experience, training and length of service to the district. B. The District will provide the Association names of employees RIF'd upon notification to said employee.

19. METHOD OF PAY

A. A direct deposit system exists for direct bank deposits of the monthly paychecks. The date of the direct deposits will be the fifteenth (15<sup>th</sup>) of each month.

20. WORKPLACE SAFETY COMMITTEE REPRESENTATION

A. The parties agree to collaboratively, through the Workplace Safety Committee process, develop improved security procedures, expand training opportunities for all staff, and engage in cooperative problem solving to improve workplace safety. The Association shall elect or appoint a member to serve on the District's Workplace Safety Committee. The term of this representative shall be two (2) years, and reappointment may occur. All PLEA members shall have the opportunity to express interest in serving on the committee. The Association will develop the process of seeking interested participants and appointing or electing their representatives to serve on this committee.

21. SEVERABILITY

A. If any provision of this agreement or any application of this agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.

B. This Agreement will continue until replaced by a successor agreement.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed on this 26th day of January 2026.

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PRESIDENT, PAPHILLION-LA VISTA EDUCATION ASSOCIATION

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PRESIDENT, BOARD OF EDUCATION

**Appendix A1  
Papillion La Vista Community Schools  
Salary and Index Schedule 2026-2027**

STEP	BA	BA+9	BA+18	BA+27	BA+36 MA	MA+9	MA+18	MA+27	MA+36 EDSpec.	PhD EdD
1	1.000 \$41,325	1.045 \$43,185	1.090 \$45,044	1.135 \$46,904	1.180 \$48,764	1.225 \$50,623	1.270 \$52,483	1.315 \$54,342	1.360 \$56,202	1.405 \$58,062
2	1.040 \$42,978	1.085 \$44,838	1.130 \$46,697	1.175 \$48,557	1.220 \$50,417	1.265 \$52,276	1.310 \$54,136	1.355 \$55,995	1.400 \$57,855	1.445 \$59,715
3	1.080 \$44,631	1.125 \$46,491	1.170 \$48,350	1.215 \$50,210	1.260 \$52,070	1.305 \$53,929	1.350 \$55,789	1.395 \$57,648	1.440 \$59,508	1.485 \$61,368
4	1.120 \$46,284	1.165 \$48,144	1.210 \$50,003	1.255 \$51,863	1.300 \$53,723	1.345 \$55,582	1.390 \$57,442	1.435 \$59,301	1.480 \$61,161	1.525 \$63,021
5	1.160 \$47,937	1.205 \$49,797	1.250 \$51,656	1.295 \$53,516	1.340 \$55,376	1.385 \$57,235	1.430 \$59,095	1.475 \$60,954	1.520 \$62,814	1.565 \$64,674
6	1.200 \$49,590	1.245 \$51,450	1.290 \$53,309	1.335 \$55,169	1.380 \$57,029	1.425 \$58,888	1.470 \$60,748	1.515 \$62,607	1.560 \$64,467	1.605 \$66,327
7		1.285 \$53,103	1.330 \$54,962	1.375 \$56,822	1.420 \$58,682	1.465 \$60,541	1.510 \$62,401	1.555 \$64,260	1.600 \$66,120	1.645 \$67,980
8		1.325 \$54,756	1.370 \$56,615	1.415 \$58,475	1.460 \$60,335	1.505 \$62,194	1.550 \$64,054	1.595 \$65,913	1.640 \$67,773	1.685 \$69,633
9			1.410 \$58,268	1.455 \$60,128	1.500 \$61,988	1.545 \$63,847	1.590 \$65,707	1.635 \$67,566	1.680 \$69,426	1.725 \$71,286
10			1.450 \$59,921	1.495 \$61,781	1.540 \$63,641	1.585 \$65,500	1.630 \$67,360	1.675 \$69,219	1.720 \$71,079	1.765 \$72,939
11				1.535 \$63,434	1.580 \$65,294	1.625 \$67,153	1.670 \$69,013	1.715 \$70,872	1.760 \$72,732	1.805 \$74,592
12				1.575 \$65,087	1.620 \$66,947	1.665 \$68,806	1.710 \$70,666	1.755 \$72,525	1.800 \$74,385	1.845 \$76,245
13				1.615 \$66,740	1.660 \$68,600	1.705 \$70,459	1.750 \$72,319	1.795 \$74,178	1.840 \$76,038	1.885 \$77,898
14					1.700 \$70,253	1.745 \$72,112	1.790 \$73,972	1.835 \$75,831	1.880 \$77,691	1.925 \$79,551
15					1.740 \$71,906	1.785 \$73,765	1.830 \$75,625	1.875 \$77,484	1.920 \$79,344	1.965 \$81,204
16					1.780 \$73,559	1.825 \$75,418	1.870 \$77,278	1.915 \$79,137	1.960 \$80,997	2.005 \$82,857
17					1.800 \$74,385	1.845 \$76,245	1.890 \$78,104	1.935 \$79,964	1.980 \$81,824	2.025 \$83,683
18					1.810 \$74,798	1.855 \$76,658	1.900 \$78,518	1.945 \$80,377	1.990 \$82,237	2.035 \$84,096
19					1.820 \$75,212	1.865 \$77,071	1.910 \$78,931	1.955 \$80,790	2.000 \$82,650	2.045 \$84,510
20					1.830 \$75,625	1.875 \$77,484	1.920 \$79,344	1.965 \$81,204	2.010 \$83,063	2.055 \$84,923
21					1.840 \$76,038	1.885 \$77,898	1.930 \$79,757	1.975 \$81,617	2.020 \$83,477	2.065 \$85,336
22					1.860 \$76,865	1.905 \$78,724	1.950 \$80,584	1.995 \$82,443	2.040 \$84,303	2.085 \$86,163
23						1.915 \$79,137	1.960 \$80,997	2.005 \$82,857	2.050 \$84,716	2.095 \$86,576
24						1.925 \$79,551	1.970 \$81,410	2.015 \$83,270	2.060 \$85,130	2.105 \$86,989
25						1.935 \$79,964	1.980 \$81,824	2.025 \$83,683	2.070 \$85,543	2.115 \$87,402
26						1.945 \$80,377	1.990 \$82,237	2.035 \$84,096	2.080 \$85,956	2.125 \$87,816

The salary schedule above is called a "4.3 by 4" schedule. This means the annual salary listed in BA-1 is the Base Salary (1.00). For movement on the salary schedule horizontally (for each 9 hrs of approved graduate college credit hours) an employee moves 4.3%; vertically (related but not equal to years of service) the employee receives an increase of 4% of the base salary through step 16. Step 17 (L1) and Step 22 (L6) are longevity steps which add an additional 2% of the salary. The remaining longevity steps are an additional 1 % of salary.

**Appendix A2  
Papillion La Vista Community Schools  
School Nurse Salary and Index Schedule 2026-2027**

STEP	RN	BSN	BSN +9 or 135 CE's	BSN +18 or 270 CE's	BSN +27 or 405 CE's	BSN +36 or 540 CE's or MSN	MSN +9 or 135 new CE's	MSN +18 or 270 total CE's	MSN +27 405 total CE's	MSN +36 540 total CE's	Terminal Degree PhD/DNP/ EdD
1	1.000 \$41,325	1.000 \$41,325	1.045 \$43,185	1.090 \$45,044	1.135 \$46,904	1.180 \$48,764	1.225 \$50,623	1.270 \$52,483	1.315 \$54,342	1.360 \$56,202	1.405 \$58,062
2	1.040 \$42,978	1.040 \$42,978	1.085 \$44,838	1.130 \$46,697	1.175 \$48,557	1.220 \$50,417	1.265 \$52,276	1.310 \$54,136	1.355 \$55,995	1.400 \$57,855	1.445 \$59,715
3	1.080 \$44,631	1.080 \$44,631	1.125 \$46,491	1.170 \$48,350	1.215 \$50,210	1.260 \$52,070	1.305 \$53,929	1.350 \$55,789	1.395 \$57,648	1.440 \$59,508	1.485 \$61,368
4	1.120 \$46,284	1.120 \$46,284	1.165 \$48,144	1.210 \$50,003	1.255 \$51,863	1.300 \$53,723	1.345 \$55,582	1.390 \$57,442	1.435 \$59,301	1.480 \$61,161	1.525 \$63,021
5	1.160 \$47,937	1.160 \$47,937	1.205 \$49,797	1.250 \$51,656	1.295 \$53,516	1.340 \$55,376	1.385 \$57,235	1.430 \$59,095	1.475 \$60,954	1.520 \$62,814	1.565 \$64,674
6	1.200 \$49,590	1.200 \$49,590	1.245 \$51,450	1.290 \$53,309	1.335 \$55,169	1.380 \$57,029	1.425 \$58,888	1.470 \$60,748	1.515 \$62,607	1.560 \$64,467	1.605 \$66,327
7			1.285 \$53,103	1.330 \$54,962	1.375 \$56,822	1.420 \$58,682	1.465 \$60,541	1.510 \$62,401	1.555 \$64,260	1.600 \$66,120	1.645 \$67,980
8			1.325 \$54,756	1.370 \$56,615	1.415 \$58,475	1.460 \$60,335	1.505 \$62,194	1.550 \$64,054	1.595 \$65,913	1.640 \$67,773	1.685 \$69,633
9				1.410 \$58,268	1.455 \$60,128	1.500 \$61,988	1.545 \$63,847	1.590 \$65,707	1.635 \$67,566	1.680 \$69,426	1.725 \$71,286
10				1.450 \$59,921	1.495 \$61,781	1.540 \$63,641	1.585 \$65,500	1.630 \$67,360	1.675 \$69,219	1.720 \$71,079	1.765 \$72,939
11					1.535 \$63,434	1.580 \$65,294	1.625 \$67,153	1.670 \$69,013	1.715 \$70,872	1.760 \$72,732	1.805 \$74,592
12					1.575 \$65,087	1.620 \$66,947	1.665 \$68,806	1.710 \$70,666	1.755 \$72,525	1.800 \$74,385	1.845 \$76,245
13					1.615 \$66,740	1.660 \$68,600	1.705 \$70,459	1.750 \$72,319	1.795 \$74,178	1.840 \$76,038	1.885 \$77,898
14						1.700 \$70,253	1.745 \$72,112	1.790 \$73,972	1.835 \$75,831	1.880 \$77,691	1.925 \$79,551
15						1.740 \$71,906	1.785 \$73,765	1.830 \$75,625	1.875 \$77,484	1.920 \$79,344	1.965 \$81,204
16						1.780 \$73,559	1.825 \$75,418	1.870 \$77,278	1.915 \$79,137	1.960 \$80,997	2.005 \$82,857
17						1.800 \$74,385	1.845 \$76,245	1.890 \$78,104	1.935 \$79,964	1.980 \$81,824	2.025 \$83,683
18						1.810 \$74,798	1.855 \$76,658	1.900 \$78,518	1.945 \$80,377	1.990 \$82,237	2.035 \$84,096
19						1.820 \$75,212	1.865 \$77,071	1.910 \$78,931	1.955 \$80,790	2.000 \$82,650	2.045 \$84,510
20						1.830 \$75,625	1.875 \$77,484	1.920 \$79,344	1.965 \$81,204	2.010 \$83,063	2.055 \$84,923
21						1.840 \$76,038	1.885 \$77,898	1.930 \$79,757	1.975 \$81,617	2.020 \$83,477	2.065 \$85,336
22						1.860 \$76,865	1.905 \$78,724	1.950 \$80,584	1.995 \$82,443	2.040 \$84,303	2.085 \$86,163
23							1.915 \$79,137	1.960 \$80,997	2.005 \$82,857	2.050 \$84,716	2.095 \$86,576
24							1.925 \$79,551	1.970 \$81,410	2.015 \$83,270	2.060 \$85,130	2.105 \$86,989
25							1.935 \$79,964	1.980 \$81,824	2.025 \$83,683	2.070 \$85,543	2.115 \$87,402
26							1.945 \$80,377	1.990 \$82,237	2.035 \$84,096	2.080 \$85,956	2.125 \$87,816

The salary schedule above is called a "4.3 by 4" schedule. This means the annual salary listed in BA-1 is the Base Salary [1.00]. For movement on the salary schedule horizontally (for each 9 hrs of approved graduate college credit hours) an employee moves 4.5%; vertically (related but not equal to years of service) the employee receives an increase of 4% of the base salary through step 16. Step 17 (L1) and Step 22 (L6) are longevity steps which add an additional 2% of the salary. The remaining longevity steps are an additional 1% of salary.

**Appendix A3  
Papillion La Vista Community Schools  
Salary and Index Schedule 2027-2028**

STEP	BA	BA+9	BA+18	BA+27	BA+36 MA	MA+9	MA+18	MA+27	MA+36 EDSpec.	PhD EdD
1	1.000 \$41,550	1.045 \$43,420	1.090 \$45,290	1.135 \$47,159	1.180 \$49,029	1.225 \$50,899	1.270 \$52,769	1.315 \$54,638	1.360 \$56,508	1.405 \$58,378
2	1.040 \$43,212	1.085 \$45,082	1.130 \$46,952	1.175 \$48,821	1.220 \$50,691	1.265 \$52,561	1.310 \$54,431	1.355 \$56,300	1.400 \$58,170	1.445 \$60,040
3	1.080 \$44,874	1.125 \$46,744	1.170 \$48,614	1.215 \$50,483	1.260 \$52,353	1.305 \$54,223	1.350 \$56,093	1.395 \$57,962	1.440 \$59,832	1.485 \$61,702
4	1.120 \$46,536	1.165 \$48,406	1.210 \$50,276	1.255 \$52,145	1.300 \$54,015	1.345 \$55,885	1.390 \$57,755	1.435 \$59,624	1.480 \$61,494	1.525 \$63,364
5	1.160 \$48,198	1.205 \$50,068	1.250 \$51,938	1.295 \$53,807	1.340 \$55,677	1.385 \$57,547	1.430 \$59,417	1.475 \$61,286	1.520 \$63,156	1.565 \$65,026
6	1.200 \$49,860	1.245 \$51,730	1.290 \$53,600	1.335 \$55,469	1.380 \$57,339	1.425 \$59,209	1.470 \$61,079	1.515 \$62,948	1.560 \$64,818	1.605 \$66,688
7		1.285 \$53,392	1.330 \$55,262	1.375 \$57,131	1.420 \$59,001	1.465 \$60,871	1.510 \$62,741	1.555 \$64,610	1.600 \$66,480	1.645 \$68,350
8		1.325 \$55,054	1.370 \$56,924	1.415 \$58,793	1.460 \$60,663	1.505 \$62,533	1.550 \$64,403	1.595 \$66,272	1.640 \$68,142	1.685 \$70,012
9			1.410 \$58,586	1.455 \$60,455	1.500 \$62,325	1.545 \$64,195	1.590 \$66,065	1.635 \$67,934	1.680 \$69,804	1.725 \$71,674
10			1.450 \$60,248	1.495 \$62,117	1.540 \$63,987	1.585 \$65,857	1.630 \$67,727	1.675 \$69,596	1.720 \$71,466	1.765 \$73,336
11				1.535 \$63,779	1.580 \$65,649	1.625 \$67,519	1.670 \$69,389	1.715 \$71,258	1.760 \$73,128	1.805 \$74,998
12				1.575 \$65,441	1.620 \$67,311	1.665 \$69,181	1.710 \$71,051	1.755 \$72,920	1.800 \$74,790	1.845 \$76,660
13				1.615 \$67,103	1.660 \$68,973	1.705 \$70,843	1.750 \$72,713	1.795 \$74,582	1.840 \$76,452	1.885 \$78,322
14					1.700 \$70,635	1.745 \$72,505	1.790 \$74,375	1.835 \$76,244	1.880 \$78,114	1.925 \$79,984
15					1.740 \$72,297	1.785 \$74,167	1.830 \$76,037	1.875 \$77,906	1.920 \$79,776	1.965 \$81,646
16					1.780 \$73,959	1.825 \$75,829	1.870 \$77,699	1.915 \$79,568	1.960 \$81,438	2.005 \$83,308
17					1.800 \$74,790	1.845 \$76,660	1.890 \$78,530	1.935 \$80,399	1.980 \$82,269	2.025 \$84,139
18					1.810 \$75,206	1.855 \$77,075	1.900 \$78,945	1.945 \$80,815	1.990 \$82,685	2.035 \$84,554
19					1.820 \$75,621	1.865 \$77,491	1.910 \$79,361	1.955 \$81,230	2.000 \$83,100	2.045 \$84,970
20					1.830 \$76,037	1.875 \$77,906	1.920 \$79,776	1.965 \$81,646	2.010 \$83,516	2.055 \$85,385
21					1.840 \$76,452	1.885 \$78,322	1.930 \$80,192	1.975 \$82,061	2.020 \$83,931	2.065 \$85,801
22					1.860 \$77,283	1.905 \$79,153	1.950 \$81,023	1.995 \$82,892	2.040 \$84,762	2.085 \$86,632
23						1.915 \$79,568	1.960 \$81,438	2.005 \$83,308	2.050 \$85,178	2.095 \$87,047
24						1.925 \$79,984	1.970 \$81,854	2.015 \$83,723	2.060 \$85,593	2.105 \$87,463
25						1.935 \$80,399	1.980 \$82,269	2.025 \$84,139	2.070 \$86,009	2.115 \$87,878
26						1.945 \$80,815	1.990 \$82,685	2.035 \$84,554	2.080 \$86,424	2.125 \$88,294

The salary schedule above is called a "4.5 by 4" schedule. This means the annual salary listed in BA-1 is the Base Salary (1.00). For movement on the salary schedule horizontally (for each 9 hrs of approved graduate college credit hours) an employee moves 4.5%; vertically (related but not equal to years of service) the employee receives an increase of 4% of the base salary through step 16. Step 17 (L1) and Step 22 (L6) are longevity steps which add an additional 2% of the salary. The remaining longevity steps are an additional 1% of salary.

**Appendix A4**  
**Papillion La Vista Community Schools**  
**School Nurse Salary and Index Schedule 2027-2028**

STEP	RN	BSN	BSN +9 or 135 CEs	BSN +18 or 270 CEs	BSN +27 or 405 CEs	BSN +36 or 540 CEs or MSN	MSN +9 or 135 new CEs	MSN +18 or 270 total CEs	MSN +27 405 total CEs	MSN +36 540 total CEs	Terminal Degree PhD/DNP/ EdD
1	1.000 \$41,550	1.000 \$41,550	1.045 \$43,420	1.090 \$45,290	1.135 \$47,159	1.180 \$49,029	1.225 \$50,899	1.270 \$52,769	1.315 \$54,638	1.360 \$56,508	1.405 \$58,378
2	1.040 \$43,212	1.040 \$43,212	1.085 \$45,082	1.130 \$46,952	1.175 \$48,821	1.220 \$50,691	1.265 \$52,561	1.310 \$54,431	1.355 \$56,300	1.400 \$58,170	1.445 \$60,040
3	1.080 \$44,874	1.080 \$44,874	1.125 \$46,744	1.170 \$48,614	1.215 \$50,483	1.260 \$52,353	1.305 \$54,223	1.350 \$56,093	1.395 \$57,962	1.440 \$59,832	1.485 \$61,702
4	1.120 \$46,536	1.120 \$46,536	1.165 \$48,406	1.210 \$50,276	1.255 \$52,145	1.300 \$54,015	1.345 \$55,885	1.390 \$57,755	1.435 \$59,624	1.480 \$61,494	1.525 \$63,364
5	1.160 \$48,198	1.160 \$48,198	1.205 \$50,068	1.250 \$51,938	1.295 \$53,807	1.340 \$55,677	1.385 \$57,547	1.430 \$59,417	1.475 \$61,286	1.520 \$63,156	1.565 \$65,026
6	1.200 \$49,860	1.200 \$49,860	1.245 \$51,730	1.290 \$53,600	1.335 \$55,469	1.380 \$57,339	1.425 \$59,209	1.470 \$61,079	1.515 \$62,948	1.560 \$64,818	1.605 \$66,688
7			1.285 \$53,392	1.330 \$55,262	1.375 \$57,131	1.420 \$59,001	1.465 \$60,871	1.510 \$62,741	1.555 \$64,610	1.600 \$66,480	1.645 \$68,350
8			1.325 \$55,054	1.370 \$56,924	1.415 \$58,793	1.460 \$60,663	1.505 \$62,533	1.550 \$64,403	1.595 \$66,272	1.640 \$68,142	1.685 \$70,012
9				1.410 \$58,586	1.455 \$60,455	1.500 \$62,325	1.545 \$64,195	1.590 \$66,065	1.635 \$67,934	1.680 \$69,804	1.725 \$71,674
10				1.450 \$60,248	1.495 \$62,117	1.540 \$63,987	1.585 \$65,857	1.630 \$67,727	1.675 \$69,596	1.720 \$71,466	1.765 \$73,336
11					1.535 \$63,779	1.580 \$65,649	1.625 \$67,519	1.670 \$69,389	1.715 \$71,258	1.760 \$73,128	1.805 \$74,998
12					1.575 \$65,441	1.620 \$67,311	1.665 \$69,181	1.710 \$71,051	1.755 \$72,920	1.800 \$74,790	1.845 \$76,660
13					1.615 \$67,103	1.660 \$68,973	1.705 \$70,843	1.750 \$72,713	1.795 \$74,582	1.840 \$76,452	1.885 \$78,322
14						1.700 \$70,635	1.745 \$72,505	1.790 \$74,375	1.835 \$76,244	1.880 \$78,114	1.925 \$79,984
15						1.740 \$72,297	1.785 \$74,167	1.830 \$76,037	1.875 \$77,906	1.920 \$79,776	1.965 \$81,646
16						1.780 \$73,959	1.825 \$75,829	1.870 \$77,699	1.915 \$79,568	1.960 \$81,438	2.005 \$83,308
17						1.800 \$74,790	1.845 \$76,660	1.890 \$78,530	1.935 \$80,399	1.980 \$82,269	2.025 \$84,139
18						1.810 \$75,206	1.855 \$77,075	1.900 \$78,945	1.945 \$80,815	1.990 \$82,685	2.035 \$84,554
19						1.820 \$75,621	1.865 \$77,491	1.910 \$79,361	1.955 \$81,230	2.000 \$83,100	2.045 \$84,970
20						1.830 \$76,037	1.875 \$77,906	1.920 \$79,776	1.965 \$81,646	2.010 \$83,516	2.055 \$85,385
21						1.840 \$76,452	1.885 \$78,322	1.930 \$80,192	1.975 \$82,061	2.020 \$83,931	2.065 \$85,801
22						1.860 \$77,283	1.905 \$79,153	1.950 \$81,023	1.995 \$82,892	2.040 \$84,762	2.085 \$86,632
23							1.915 \$79,568	1.960 \$81,438	2.005 \$83,308	2.050 \$85,178	2.095 \$87,047
24							1.925 \$79,984	1.970 \$81,854	2.015 \$83,723	2.060 \$85,593	2.105 \$87,463
25							1.935 \$80,399	1.980 \$82,269	2.025 \$84,139	2.070 \$86,009	2.115 \$87,878
26							1.945 \$80,815	1.990 \$82,685	2.035 \$84,554	2.080 \$86,424	2.125 \$88,294

The salary schedule above is called a "4.5 by 4" schedule. This means the annual salary listed in BA-1 is the Base Salary (1.00). For movement on the salary schedule horizontally (for each 9 hrs of approved graduate college credit hours) an employee moves 4.5%; vertically (related but not equal to years of service) the employee receives an increase of 4% of the base salary through step 16. Step 17 (L1) and Step 22 (L6) are longevity steps which add an additional 2% of the salary. The remaining longevity steps are an additional 1% of salary.

**Appendix B1 2026-2027  
Extra Duty Activities & Athletics**

			\$41,325.00 Base Salary	
High School Athletic Duties	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
<i>Fall Athletic Duties</i>				
Cross Country - Head Boys	1	15.00%	6,198.75	6,818.63
Cross Country - Assistant Boys	1.5	10.50%	4,339.13	4,773.04
Cross Country - Head Girls	1	15.00%	6,198.75	6,818.63
Cross Country - Assistant Girls	1.5	10.50%	4,339.13	4,773.04
Football - Head	1	20.50%	8,471.63	9,318.79
Football - Varsity Assistant	3	12.00%	4,959.00	5,454.90
Football - Head JV	1	12.00%	4,959.00	5,454.90
Football - Assistant JV	2	10.50%	4,339.13	4,773.04
Football - Head Reserve	1	10.50%	4,339.13	4,773.04
Football - Assistant Reserve	2	8.50%	3,512.63	3,863.89
Football - Head 9th	1	9.50%	3,925.88	4,318.46
Football - Assistant 9th	2	8.00%	3,306.00	3,636.60
Golf - Head Girls	1	9.00%	3,719.25	4,091.18
Golf - Assistant Girls	1	8.00%	3,306.00	3,636.60
Softball - Head	1	15.00%	6,198.75	6,818.63
Softball - Varsity Assistant	2	10.50%	4,339.13	4,773.04
Softball - Head JV	1	10.50%	4,339.13	4,773.04
Softball - Reserve	1	9.50%	3,925.88	4,318.46
Tennis - Head Boys	1	9.00%	3,719.25	4,091.18
Tennis - Assistant Boys	1	8.00%	3,306.00	3,636.60
Volleyball - Head Coach	1	20.50%	8,471.63	9,318.79
Volleyball - Varsity Assistant	1	12.00%	4,959.00	5,454.90
Volleyball - Head JV	1	12.00%	4,959.00	5,454.90
Volleyball - Reserve	1	10.50%	4,339.13	4,773.04
Volleyball - Head 9th	1	9.50%	3,925.88	4,318.46
<i>Winter Athletic Duties</i>				
Basketball Head Boys	1	20.50%	8,471.63	9,318.79
Basketball - Varsity Assistant Boys	1	12.00%	4,959.00	5,454.90
Basketball - Head JV Boys	1	12.00%	4,959.00	5,454.90
Basketball -Reserve Boys	1	10.50%	4,339.13	4,773.04
Basketball - Head 9th Boys	1	9.50%	3,925.88	4,318.46
Basketball - Assistant 9th Boys	1	8.00%	3,306.00	3,636.60
Basketball - Head Girls	1	20.50%	8,471.63	9,318.79
Basketball - Varsity Assistant Girls	1	12.00%	4,959.00	5,454.90
Basketball - Head JV Girls	1	12.00%	4,959.00	5,454.90
Basketball - Reserve Girls	1	10.50%	4,339.13	4,773.04
Bowling - Head Boys	1	9.00%	3,719.25	4,091.18
Bowling - Head Girls	1	9.00%	3,719.25	4,091.18
Bowling - Assistant Boys & Girls	1	6.50%	2,686.13	2,954.74
Swimming - Head Boys & Girls	1	17.50%	7,231.88	7,955.06
Swimming - Assistant Boys & Girls	3	8.50%	3,512.63	3,863.89
Wrestling - Head Boys	1	15.00%	6,198.75	6,818.63

Wrestling - Assistant Boys	2	10.50%	4,339.13	4,773.04
Wrestling - Head Girls	1	15.00%	6,198.75	6,818.63
Wrestling - Assistant Girls	2	10.50%	4,339.13	4,773.04
<i>Spring Athletic Duties</i>				
Baseball - Head	1	15.00%	6,198.75	6,818.63
Baseball - Varsity Assistant	2	10.50%	4,339.13	4,773.04
Baseball - Head JV	1	10.50%	4,339.13	4,773.04
Baseball - Reserve	1	9.50%	3,925.88	4,318.46
Golf - Head Boys	1	9.00%	3,719.25	4,091.18
Golf - Assistant Boys	1	8.00%	3,306.00	3,636.60
Soccer - Head Boys	1	15.00%	6,198.75	6,818.63
Soccer - Varsity Assistant	1	10.50%	4,339.13	4,773.04
Soccer - Head JV Boys	1	10.50%	4,339.13	4,773.04
Soccer - Reserve Boys	1	9.50%	3,925.88	4,318.46
Soccer - Head Girls	1	15.00%	6,198.75	6,818.63
Soccer - Varsity Assistant	1	10.50%	4,339.13	4,773.04
Soccer - Head JV Girls	1	10.50%	4,339.13	4,773.04
Soccer - Reserve Girls	1	9.50%	3,925.88	4,318.46
Tennis - Head Girls	1	9.00%	3,719.25	4,091.18
Tennis - Assistant Girls	1	8.00%	3,306.00	3,636.60
Track - Head Boys	1	15.00%	6,198.75	6,818.63
Track - Assistant Boys	4	10.50%	4,339.13	4,773.04
Track - Head Girls	1	15.00%	6,198.75	6,818.63
Track - Assistant Girls	4	10.50%	4,339.13	4,773.04
<i>Athletic Duties</i>				
Athletic Trainer (1 per season)	3	14.00%	5,785.50	6,364.05
Intramural Director	1	4.00%	1,653.00	1,818.30
Unified Sports	3	6.00%	2,479.50	2,727.45
Weight Training (1 per season plus 2 for summer)	5	6.00%	2,479.50	2,727.45
Aquatics Director	1	32.50%	13,430.63	14,773.69
Cheerleading - Head	1	15.00%	6,198.75	6,818.63
Cheerleading - Assistant	1	8.00%	3,306.00	3,636.60
Cheerleading - Freshman	1	8.00%	3,306.00	3,636.60
Dance Team - Head	1	15.00%	6,198.75	6,818.63
Dance Team - Assistant	1	8.00%	3,306.00	3,636.60
<i>High School Activity Duties</i>				
Concessions	1	4.00%	1,653.00	1,818.30
Debate	1	10.00%	4,132.50	4,545.75
Honor Society - Head	1	8.50%	3,512.63	3,863.89
Honor Society - Assistant	1	4.25%	1,756.31	1,931.94
Mock Trial	1	3.00%	1,239.75	1,363.73
Magazine	1	8.00%	3,306.00	3,636.60
ROTC	2	7.00%	2,892.75	3,182.03
Speech	1	10.00%	4,132.50	4,545.75
Student Council - Head	1	8.50%	3,512.63	3,863.89
Student Council - Assistant	1	4.25%	1,756.31	1,931.94
Unified School Chair	1	6.00%	2,479.50	2,727.45

Yearbook	1	8.00%	3,306.00	3,636.60
Clubs	10	4.00%	1,653.00	1,818.30
DECA - Head	1	9.00%	3,719.25	4,091.18
DECA - Assistant	1	5.00%	2,066.25	2,272.88
Skills USA (vica)	1	9.00%	3,719.25	4,091.18
Diversity Club	1	4.00%	1,653.00	1,818.30
Gaming Club	1	4.00%	1,653.00	1,818.30
High Ability Club	1	3.50%	1,446.38	1,591.01
Hope Squad Club	2	4.00%	1,653.00	1,818.30
Drama	1	7.00%	2,892.75	3,182.03
Fall Play	1	5.00%	2,066.25	2,272.88
1 Act Play/Play Production	1	6.00%	2,479.50	2,727.45
Musical Director	1	10.00%	4,132.50	4,545.75
Musical Assistant Director	1	7.00%	2,892.75	3,182.03
Flag Corps	1	8.00%	3,306.00	3,636.60
Instrumental Music - Head	1	20.50%	8,471.63	9,318.79
Instrumental Music - Assistant	1	10.00%	4,132.50	4,545.75
Vocal Music - Head	1	15.50%	6,405.38	7,045.91
Vocal Music - Assistant	1	10.00%	4,132.50	4,545.75
<i>Career and Technology Student Organizations (per District)</i>				
Athletic Training	2	7.50%	3,099.38	3,409.31
EdRising	2	4.00%	1,653.00	1,818.30
HOSA	3	4.00%	1,653.00	1,818.30
PLV Media Club	1	15.00%	6,198.75	6,818.63
Pro Start (Culinary Arts Club Sponsor)	2	4.00%	1,653.00	1,818.30
STEM	2	4.00%	1,653.00	1,818.30
Zoo Academy Club	1	4.00%	1,653.00	1,818.30
Zoo Academy Hope Squad	1	2.00%	826.50	909.15
Health Academy Hope Squad	1	2.00%	826.50	909.15
Department Leader Academy	2	7.50%	3,099.38	3,409.31
<i>High School Duties</i>				
Class Sponsor - Senior	2	4.00%	1,653.00	1,818.30
Class Sponsor - Junior	2	4.00%	1,653.00	1,818.30
Class Sponsor - Sophomore	1	2.25%	929.81	1,022.79
Class Sponsor - Freshman	1	2.25%	929.81	1,022.79
Department Leader (core)	5	9.00%	3,719.25	4,091.18
Department Leader (non core)	6	7.50%	3,099.38	3,409.31
HAL Coordinator	1	4.00%	1,653.00	1,818.30
Leaders Empowering Innovation	4	2.00%	826.50	909.15
Continuous Improvement Process (CIP) Chair	1	5.00%	2,066.25	2,272.88
Crisis Prevention Institute Team	4	2.00%	826.50	909.15
Academic Online Course Compensation		\$2,500 Base	Up to 15 students	max 35 students
Automated Online Performance Course Compensation		\$1,500 Base	Up to 25 students	>25=\$40 per students 26+, max 50 students

Middle School Activities & Athletics	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
<i>Fall Athletic Duties</i>				
Cross Country - Head Boys	1	7.50%	3,099.38	3,409.31
Cross Country - Head Girls	1	7.50%	3,099.38	3,409.31
Cross Country - Assistant Boys & Girls	1	5.50%	2,272.88	2,500.16
Football - Head	1	7.50%	3,099.38	3,409.31
Football - Assistant	5	6.00%	2,479.50	2,727.45
Volleyball - Head	1	7.50%	3,099.38	3,409.31
Volleyball - Assistant	3	5.50%	2,272.88	2,500.16
<i>Winter Athletic Duties</i>				
Basketball - Head Boys	1	7.50%	3,099.38	3,409.31
Basketball - Assistant Boys	3	5.50%	2,272.88	2,500.16
Basketball - Head Girls	1	7.50%	3,099.38	3,409.31
Basketball - Assistant Girls	3	5.50%	2,272.88	2,500.16
Wrestling - Head Boys	1	7.50%	3,099.38	3,409.31
Wrestling - Assistant Boys	2	5.50%	2,272.88	2,500.16
Wrestling - Head Girls	1	7.50%	3,099.38	3,409.31
Wrestling - Assistant Girls	2	5.50%	2,272.88	2,500.16
<i>Spring Athletic Duties</i>				
Track - Head Boys	1	7.50%	3,099.38	3,409.31
Track - Assistant Boys	3	5.50%	2,272.88	2,500.16
Track - Head Girls	1	7.50%	3,099.38	3,409.31
Track - Assistant Girls	3	5.50%	2,272.88	2,500.16
<i>Athletic Duties</i>				
Activities Director	1	15.00%	6,198.75	6,818.63
Intramural Assistant (2 per season)	6	2.00%	826.50	909.15
Unified Sports	2	4.00%	1,653.00	1,818.30
Weight Training	1	4.00%	1,653.00	1,818.30
<i>Middle School Activities</i>				
Honor Society	1	4.00%	1,653.00	1,818.30
Student Council	1	4.00%	1,653.00	1,818.30
STEM Club	1	4.00%	1,653.00	1,818.30
Clubs	6	4.00%	1,653.00	1,818.30
Unified School Chair	1	4.00%	1,653.00	1,818.30
Yearbook	1	4.00%	1,653.00	1,818.30
<i>Middle School Duties</i>				
Team Leader	6	7.50%	3,099.38	3,409.31
Department Leader	5	6.00%	2,479.50	2,727.45
HAL Coordinator	2	3.50%	1,446.38	1,591.01
Leaders Empowering Innovation	3	2.00%	826.50	909.15
Continuous Improvement Process (CIP) Chair	2	5.00%	2,066.25	2,272.88
Crisis Prevention Institute Team	4	2.00%	826.50	909.15
Instrumental Music	1	9.00%	3,719.25	4,091.18
Vocal Music	1	9.00%	3,719.25	4,091.18

Elementary School Extra Duty	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
Clubs	2	3.50%	1,446.38	1,591.01
HAL Clubs	3	3.50%	1,446.38	1,591.01
Unified Sports	2	2.00%	826.50	909.15
Building Supervisor	1	5.00%	2,066.25	2,272.88
Safety Patrol	1	4.00%	1,653.00	1,818.30
Leaders Empowering Innovation	2	2.00%	826.50	909.15
Instrumental Music	1	2.00%	826.50	909.15
Vocal Music	1	3.50%	1,446.38	1,591.01
Continuous Improvement Process (CIP) Chair	1	5.00%	2,066.25	2,272.88
Crisis Prevention Institute Team	4	2.00%	826.50	909.15
District Extra Duty	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
Outdoor Education Director	1	NA	5,000.00	5,500.00
Team Leader - Nurse	1	7.50%	3,099.38	3,409.31
Team Leader - YATP	1	7.50%	3,099.38	3,409.31
Team Leader - HAL	1	5.00%	2,066.25	2,272.88
Art Elementary Team Leader	1	2.00%	826.50	909.15
Counselor Elementary Team Leader	1	2.00%	826.50	909.15
Library Elementary Team Leader	1	2.00%	826.50	909.15
Vocal/Instrumental Elementary Team Leader	1	2.00%	826.50	909.15
Physical Education Elementary Team Leader	1	2.00%	826.50	909.15
Education Outreach Team (HS, MS, Elem, SPED)	4	4.00%	1,653.00	1,818.30
Cooperating Teacher (partial semester)			\$200.00	
Cooperating Teacher (full semester)			\$400.00	
Curriculum/Summer School/Night School			\$33.00/hr	
Extra Duty Event Workers/Supervision			\$20.00/hr	

Administration may decide not to fill a position at their discretion.

**Appendix B2 2027-2028  
Extra Duty Activities & Athletics**

High School Athletic Duties	Allocated FTE	%	\$41,550.00 Base Salary	
			Standard Amt. \$	10 Yr Longevity
<i>Fall Athletic Duties</i>				
Cross Country - Head Boys	1	15.00%	6,232.50	6,855.75
Cross Country - Assistant Boys	1.5	10.50%	4,362.75	4,799.03
Cross Country - Head Girls	1	15.00%	6,232.50	6,855.75
Cross Country - Assistant Girls	1.5	10.50%	4,362.75	4,799.03
Football - Head	1	20.50%	8,517.75	9,369.53
Football - Varsity Assistant	3	12.00%	4,986.00	5,484.60
Football - Head JV	1	12.00%	4,986.00	5,484.60
Football - Assistant JV	2	10.50%	4,362.75	4,799.03
Football - Head Reserve	1	10.50%	4,362.75	4,799.03
Football - Assistant Reserve	2	8.50%	3,531.75	3,884.93
Football - Head 9th	1	9.50%	3,947.25	4,341.98
Football - Assistant 9th	2	8.00%	3,324.00	3,656.40
Golf - Head Girls	1	9.00%	3,739.50	4,113.45
Golf - Assistant Girls	1	8.00%	3,324.00	3,656.40
Softball - Head	1	15.00%	6,232.50	6,855.75
Softball - Varsity Assistant	2	10.50%	4,362.75	4,799.03
Softball - Head JV	1	10.50%	4,362.75	4,799.03
Softball - Reserve	1	9.50%	3,947.25	4,341.98
Tennis - Head Boys	1	9.00%	3,739.50	4,113.45
Tennis - Assistant Boys	1	8.00%	3,324.00	3,656.40
Volleyball - Head Coach	1	20.50%	8,517.75	9,369.53
Volleyball - Varsity Assistant	1	12.00%	4,986.00	5,484.60
Volleyball - Head JV	1	12.00%	4,986.00	5,484.60
Volleyball - Reserve	1	10.50%	4,362.75	4,799.03
Volleyball - Head 9th	1	9.50%	3,947.25	4,341.98
<i>Winter Athletic Duties</i>				
Basketball Head Boys	1	20.50%	8,517.75	9,369.53
Basketball - Varsity Assistant Boys	1	12.00%	4,986.00	5,484.60
Basketball - Head JV Boys	1	12.00%	4,986.00	5,484.60
Basketball - Reserve Boys	1	10.50%	4,362.75	4,799.03
Basketball - Head 9th Boys	1	9.50%	3,947.25	4,341.98
Basketball - Assistant 9th Boys	1	8.00%	3,324.00	3,656.40
Basketball - Head Girls	1	20.50%	8,517.75	9,369.53
Basketball - Varsity Assistant Girls	1	12.00%	4,986.00	5,484.60
Basketball - Head JV Girls	1	12.00%	4,986.00	5,484.60
Basketball - Reserve Girls	1	10.50%	4,362.75	4,799.03
Bowling - Head Boys	1	9.00%	3,739.50	4,113.45
Bowling - Head Girls	1	9.00%	3,739.50	4,113.45
Bowling - Assistant Boys & Girls	1	6.50%	2,700.75	2,970.83
Swimming - Head Boys & Girls	1	17.50%	7,271.25	7,998.38
Swimming - Assistant Boys & Girls	3	8.50%	3,531.75	3,884.93
Wrestling - Head Boys	1	15.00%	6,232.50	6,855.75

Wrestling - Assistant Boys	2	10.50%	4,362.75	4,799.03
Wrestling - Head Girls	1	15.00%	6,232.50	6,855.75
Wrestling - Assistant Girls	2	10.50%	4,362.75	4,799.03
<i>Spring Athletic Duties</i>				
Baseball - Head	1	15.00%	6,232.50	6,855.75
Baseball - Varsity Assistant	2	10.50%	4,362.75	4,799.03
Baseball - Head JV	1	10.50%	4,362.75	4,799.03
Baseball - Reserve	1	9.50%	3,947.25	4,341.98
Golf - Head Boys	1	9.00%	3,739.50	4,113.45
Golf - Assistant Boys	1	8.00%	3,324.00	3,656.40
Soccer - Head Boys	1	15.00%	6,232.50	6,855.75
Soccer - Varsity Assistant	1	10.50%	4,362.75	4,799.03
Soccer - Head JV Boys	1	10.50%	4,362.75	4,799.03
Soccer - Reserve Boys	1	9.50%	3,947.25	4,341.98
Soccer - Head Girls	1	15.00%	6,232.50	6,855.75
Soccer - Varsity Assistant	1	10.50%	4,362.75	4,799.03
Soccer - Head JV Girls	1	10.50%	4,362.75	4,799.03
Soccer - Reserve Girls	1	9.50%	3,947.25	4,341.98
Tennis - Head Girls	1	9.00%	3,739.50	4,113.45
Tennis - Assistant Girls	1	8.00%	3,324.00	3,656.40
Track - Head Boys	1	15.00%	6,232.50	6,855.75
Track - Assistant Boys	4	10.50%	4,362.75	4,799.03
Track - Head Girls	1	15.00%	6,232.50	6,855.75
Track - Assistant Girls	4	10.50%	4,362.75	4,799.03
<i>Athletic Duties</i>				
Athletic Trainer (1 per season)	3	14.00%	5,817.00	6,398.70
Intramural Director	1	4.00%	1,662.00	1,828.20
Unified Sports	3	6.00%	2,493.00	2,742.30
Weight Training (1 per season plus 2 for summer)	5	6.00%	2,493.00	2,742.30
Aquatics Director	1	32.50%	13,503.75	14,854.13
Cheerleading - Head	1	15.00%	6,232.50	6,855.75
Cheerleading - Assistant	1	8.00%	3,324.00	3,656.40
Cheerleading - Freshman	1	8.00%	3,324.00	3,656.40
Dance Team - Head	1	15.00%	6,232.50	6,855.75
Dance Team - Assistant	1	8.00%	3,324.00	3,656.40
<i>High School Activity Duties</i>				
Concessions	1	4.00%	1,662.00	1,828.20
Debate	1	10.00%	4,155.00	4,570.50
Honor Society - Head	1	8.50%	3,531.75	3,884.93
Honor Society - Assistant	1	4.25%	1,765.88	1,942.46
Mock Trial	1	3.00%	1,246.50	1,371.15
Magazine	1	8.00%	3,324.00	3,656.40
ROTC	2	7.00%	2,908.50	3,199.35
Speech	1	10.00%	4,155.00	4,570.50
Student Council - Head	1	8.50%	3,531.75	3,884.93
Student Council - Assistant	1	4.25%	1,765.88	1,942.46
Unified Schools Chair	1	6.00%	2,493.00	2,742.30

Yearbook	1	8.00%	3,324.00	3,656.40
Clubs	10	4.00%	1,662.00	1,828.20
DECA - Head	1	9.00%	3,739.50	4,113.45
DECA - Assistant	1	5.00%	2,077.50	2,285.25
Skills USA (VICA)	1	9.00%	3,739.50	4,113.45
Diversity Club	1	4.00%	1,662.00	1,828.20
Gaming Club	1	4.00%	1,662.00	1,828.20
High Ability Club	1	3.50%	1,454.25	1,599.68
Hope Squad Club	2	4.00%	1,662.00	1,828.20
Drama	1	7.00%	2,908.50	3,199.35
Fall Play	1	5.00%	2,077.50	2,285.25
1 Act Play/Play Production	1	6.00%	2,493.00	2,742.30
Musical Director	1	10.00%	4,155.00	4,570.50
Musical Assistant Director	1	7.00%	2,908.50	3,199.35
Flag Corps	1	8.00%	3,324.00	3,656.40
Instrumental Music - Head	1	20.50%	8,517.75	9,369.53
Instrumental Music - Assistant	1	10.00%	4,155.00	4,570.50
Vocal Music - Head	1	15.50%	6,440.25	7,084.28
Vocal Music - Assistant	1	10.00%	4,155.00	4,570.50
<i>Career and Technology Student Organizations (per District)</i>				
Athletic Training	2	7.50%	3,116.25	3,427.88
EdRising	2	4.00%	1,662.00	1,828.20
HOSA	3	4.00%	1,662.00	1,828.20
PLV Media Club	1	15.00%	6,232.50	6,855.75
Pro Start (Culinary Arts Club Sponsor)	2	4.00%	1,662.00	1,828.20
STEM	2	4.00%	1,662.00	1,828.20
Zoo Academy Club	1	4.00%	1,662.00	1,828.20
Zoo Academy Hope Squad	1	2.00%	831.00	914.10
Health Academy Hope Squad	1	2.00%	831.00	914.10
Department Leader Academy	2	7.50%	3,116.25	3,427.88
<i>High School Duties</i>				
Class Sponsor - Senior	2	4.00%	1,662.00	1,828.20
Class Sponsor - Junior	2	4.00%	1,662.00	1,828.20
Class Sponsor - Sophomore	1	2.25%	934.88	1,028.36
Class Sponsor - Freshman	1	2.25%	934.88	1,028.36
Department Leader (core)	5	9.00%	3,739.50	4,113.45
Department Leader (non core)	6	7.50%	3,116.25	3,427.88
HAL Coordinator	1	4.00%	1,662.00	1,828.20
Leaders Empowering Innovation	4	2.00%	831.00	914.10
Continuous Improvement Process (CIP) Chair	1	5.00%	2,077.50	2,285.25
Crisis Prevention Institute Team	4	2.00%	831.00	914.10
Academic Online Course Compensation		\$2,500 Base	Up to 15 students	max 35 students
Automated Online Performance Course Compensation		\$1,500 Base	Up to 25 students	>25=\$40 per students 26+, max 50 students

Middle School Activities & Athletics	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
<i>Fall Athletic Duties</i>				
Cross Country - Head Boys	1	7.50%	3,116.25	3,427.88
Cross Country - Head Girls	1	7.50%	3,116.25	3,427.88
Cross Country - Assistant Boys & Girls	1	5.50%	2,285.25	2,513.78
Football - Head	1	7.50%	3,116.25	3,427.88
Football - Assistant	5	6.00%	2,493.00	2,742.30
Volleyball - Head	1	7.50%	3,116.25	3,427.88
Volleyball - Assistant	3	5.50%	2,285.25	2,513.78
<i>Winter Athletic Duties</i>				
Basketball - Head Boys	1	7.50%	3,116.25	3,427.88
Basketball - Assistant Boys	3	5.50%	2,285.25	2,513.78
Basketball - Head Girls	1	7.50%	3,116.25	3,427.88
Basketball - Assistant Girls	3	5.50%	2,285.25	2,513.78
Wrestling - Head Boys	1	7.50%	3,116.25	3,427.88
Wrestling - Assistant Boys	2	5.50%	2,285.25	2,513.78
Wrestling - Head Girls	1	7.50%	3,116.25	3,427.88
Wrestling - Assistant Girls	2	5.50%	2,285.25	2,513.78
<i>Spring Athletic Duties</i>				
Track - Head Boys	1	7.50%	3,116.25	3,427.88
Track - Assistant Boys	3	5.50%	2,285.25	2,513.78
Track - Head Girls	1	7.50%	3,116.25	3,427.88
Track - Assistant Girls	3	5.50%	2,285.25	2,513.78
<i>Athletic Duties</i>				
Activities Director	1	15.00%	6,232.50	6,855.75
Intramural Assistant (2 per season)	6	2.00%	831.00	914.10
Unified Sports	2	4.00%	1,662.00	1,828.20
Weight Training	1	4.00%	1,662.00	1,828.20
<i>Middle School Activities</i>				
Honor Society	1	4.00%	1,662.00	1,828.20
Student Council	1	4.00%	1,662.00	1,828.20
STEM Club	1	4.00%	1,662.00	1,828.20
Clubs	6	4.00%	1,662.00	1,828.20
Unified Schools Chair	1	4.00%	1,662.00	1,828.20
Yearbook	1	4.00%	1,662.00	1,828.20
<i>Middle School Duties</i>				
Team Leader	6	7.50%	3,116.25	3,427.88
Department Leader	5	6.00%	2,493.00	2,742.30
HAL Coordinator	2	3.50%	1,454.25	1,599.68
Leaders Empowering Innovation	3	2.00%	831.00	914.10
Continuous Improvement Process (CIP) Chair	2	5.00%	2,077.50	2,285.25
Crisis Prevention Institute Team	4	2.00%	831.00	914.10
Instrumental Music	1	9.00%	3,739.50	4,113.45
Vocal Music	1	9.00%	3,739.50	4,113.45

Elementary School Extra Duty	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
Clubs	2	3.50%	1,454.25	1,599.68
HAL Clubs	3	3.50%	1,454.25	1,599.68
Unified Sports	2	2.00%	831.00	914.10
Building Supervisor	1	5.00%	2,077.50	2,285.25
Safety Patrol	1	4.00%	1,662.00	1,828.20
Leaders Empowering Innovation	2	2.00%	831.00	914.10
Instrumental Music	1	2.00%	831.00	914.10
Vocal Music	1	3.50%	1,454.25	1,599.68
Continuous Improvement Process (CIP) Chair	1	5.00%	2,077.50	2,285.25
Crisis Prevention Institute Team	4	2.00%	831.00	914.10
District Extra Duty	Allocated FTE	%	Standard Amt. \$	10 Yr Longevity
Outdoor Education Director	1	NA	5,000.00	5,500.00
Team Leader - Nurse	1	7.50%	3,116.25	3,427.88
Team Leader - YATP	1	7.50%	3,116.25	3,427.88
Team Leader - HAL	1	5.00%	2,077.50	2,285.25
Art Elementary Team Leader	1	2.00%	831.00	914.10
Counselor Elementary Team Leader	1	2.00%	831.00	914.10
Library Elementary Team Leader	1	2.00%	831.00	914.10
Vocal/Instrumental Elementary Team Leader	1	2.00%	831.00	914.10
Physical Education Elementary Team Leader	1	2.00%	831.00	914.10
Education Outreach Team (HS, MS, Elem, SPED)	4	4.00%	1,662.00	1,828.20
Cooperating Teacher (partial semester)			\$200.00	
Cooperating Teacher (full semester)			\$400.00	
Curriculum/Summer School/Night School			\$33.00/hr	
Extra Duty Event Workers/Supervision			\$20.00/hr	

Administration may decide not to fill a position at their discretion.

**Subject:** Policy Review 8000 Series- Board Organization and Operation

**Meeting Date:** January 26, 2026

**Prior Meeting Discussion Date:** Board Meetings, August 11, 2025, November 24, 2025  
HR Subcommittee Meeting, November 10, 2025

**Department:** HR/Student Services

**Action Desired:** Approval  Discussion  Information Only

**Background:**

Recommended changes have been made to the Board Policy 8000 – Board Organization and Operation. Those have come before the board and are also highlighted in the attached documents. A marked up copy is included along with a clean copy.

**Recommendation:** Motion to approve the recommended changes to the 8000s Policy Series as described above.

**Responsible Person:** Ms. SuAnn Witt & Ms. Elizabeth Butler

**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 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 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 ~~updates~~ and recommended 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;
- Refrain from discussing the confidential business of the board in any setting except a board meeting;
- Refrain from micro-managing the affairs of the school district;

- Recognize the superintendent as the executive officer of the board; Refer complaints to the superintendent or building principal, as appropriate;
- 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 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 the president 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 OrganizationRecords¶**

~~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,**

Board vacancies may exist for the reasons as follows and shall be filled in the manner set forth by law. A vacancy on the board of education shall exist when a board member:

- Dies;
- Is removed from the board;
- Fails to qualify as a board member as provided by law;
- Ceases to be a resident of the school district or representation area where elected;
- Is convicted of an infamous crime or of any offense involving a violation of the member's official oath;
- Has a judgment obtained against the member for breach of the member's official bond;
- Is incapacitated and is unable to attend to the duties of the position;
- Assumes the duties of an office incompatible with the duties of a school board member;
- Submits a formal resignation from the board.

~~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:~~

The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district. Vacancies shall be filled in the manner set forth in Nebraska statutes.

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 #8101.

### **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 82408205**

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 the board member's 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.

### **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 reconvened 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** 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 board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

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 ~~8420~~8405

~~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, ~~W~~work 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. ~~Agendas for work sessions or board retreats are available at the office of the superintendent.~~

~~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 Aa 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.

### **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 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 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. Proposals will be discussed for consideration by the Board subcommittee that is most closely aligned to its intent and/or purpose. Once reviewed, 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 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 updates and recommended 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**

Each member shall 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;
- Refrain from discussing the confidential business of the board in any setting except a board meeting;
- Refrain from micro-managing the affairs of the school district;

Recognize the superintendent as the executive officer of the board; Refer complaints to the superintendent or building principal, as appropriate;

- 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.

- Work constructively and collegially with the other members of the Board, students, staff, and patrons.
- Always be mindful of my 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.

#### **8101 - Organization**

The Papillion La Vista Board of Education 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 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.

### **8102 - 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.

### **8103 - 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 the president 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.

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#### **8104 – 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 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 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 committees as it deems necessary.

### **8105 -Ad Hoc Committees**

Temporary committees 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 committee.

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

The committee shall be appointed by the Board president.

The committee 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.

### **8200 - School Board Vacancies**

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

Board vacancies may exist for the reasons as follows and shall be filled in the manner set forth by law. A vacancy on the board of education shall exist when a board member:

- Dies;
- Is removed from the board;
- Fails to qualify as a board member as provided by law;
- Ceases to be a resident of the school district or representation area where elected;
- Is convicted of an infamous crime or of any offense involving a violation of the member's official oath;
- Has a judgment obtained against the member for breach of the member's official bond;
- Is incapacitated and is unable to attend to the duties of the position;
- Assumes the duties of an office incompatible with the duties of a school board member;
- Submits a formal resignation from the board.

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

### **8202 - Filling a School Board Vacancy**

The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district. Vacancies shall be filled in the manner set forth in Nebraska statutes.

A vacancy on the Board 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 #8101.

When a vacancy exists in the Board of Education it shall be filled as provided in Nebraska Rev, Statute 32-570 by law.

### **8203 - New Board Member Orientation**

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. 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 an identification badge, which shall be worn whenever the Board member is on district property and performing duties as a board member.

### **8204 - 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 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.

### **8205 - 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 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.

### **8206 - 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 the board member's service to the District.

### **8300 - 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. 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.

### **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 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.

#### **8401 - 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 - 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 a challenge shall be overruled only by a majority vote of the Board. Such challenge and its disposition shall be recorded in the minutes.

### **Procedure 8403**

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 individuals participating in 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.

#### **8404 - 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

#### **8405 - Participation by Citizens**

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

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.

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 initial call to order..

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.

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 8405

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.

#### **8406- Determining the Agenda**

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

#### **8407 - 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.

### **8408 - Board Work Sessions**

The board may call work sessions to better aid the administration in achieving the mission of the Papillion La Vista Community Schools, Worksessions will be held 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. Agendas for work sessions or board retreats are available at the office of the superintendent.

### **8500 - 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.

### **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.

#### 8501 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.

#### **8502 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.

#### **8503 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.

#### **8504 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.



ADJUSTMENT OF SCHOOLDISTRICT BOUNDARIES  
INTERLOCAL AGREEMENT

This INTERLOCAL AGREEMENT ("Agreement") is made and entered into as of the Effective Date by and between Sarpy County School District 77-0046, a/k/a Springfield Platteview Community Schools, a Nebraska political subdivision ("SP"), and Sarpy County School District 77-0027, a/k/a Papillion-La Vista Community Schools, a Nebraska political subdivision ("PL")(collectively, both school districts are herein sometimes referred to as the "School Districts" or "Parties").

WHEREAS, both SP and PL are Class III School Districts under the laws and statutes of the State of Nebraska are members of the Learning Community of Douglas and Sarpy Counties (the "LC"), and

WHEREAS, subject to the terms of this Agreement, SP and PL are willing to adjust School District boundary lines on property identified herein in the best interests of both districts, and

WHEREAS, only the property currently located in SP in the area depicted and more fully described in the attached Exhibit "A," which is incorporated herein by this reference (the "Property Area") is subject to the terms and conditions of this Agreement unless otherwise mutually agreed upon and changed by both Parties, and

WHEREAS, upon compliance with all terms and conditions as provided herein, any tracts, lots, acreages or other land located in the Property Area may be transferred and attached by a change of boundaries into PL, and

WHEREAS, the Parties are entering into this Agreement pursuant to the provisions of the Interlocal Cooperation Act (Neb. Rev. Stat. § 13-801 et seq.) to accomplish the purposes set forth herein,

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

1. Term of Agreement. This Agreement shall become effective on January 1, 2026, ("Effective Date") and shall remain in effect for a term of ten (10) years thereafter, automatically expiring on December 31, 2035 ("Expiration Date"), unless terminated earlier by mutual agreement of the parties.

2. Adjustment of District Boundaries. SP and PL agree that any tracts, lots, acreages or other land located in the Property Area may be transferred from SP and attached by a boundary line adjustment and change of boundaries to PL according to the following terms and conditions:

A. Transfer Procedures, Terms and Dates. SP and PL understand and agree that all transfers and attachments by a boundary line adjustment and change of boundaries as provided herein will be accomplished pursuant to the provisions of Learning Community Reorganization Act found at Neb. Rev. Stat. §§ 79-4,117 to 79-4,129 (the "Act") and other

Nebraska laws, and the forms to be utilized for such change are attached hereto as Exhibit "B" and incorporated herein by this reference. One form attached as Exhibit "B" is a Reorganization Plan and SP and PL agree to execute the form Plan as attached or in substantially similar form thereto as may be required and process the same through the State Committee as required by this Agreement. The second form attached as Exhibit "C" is a certificate of boundary change to be entered by the county clerk which should be entered in accordance therewith or in substantially similar form thereto as may be required after the Plan has been processed through State Committee as required by this Agreement. SP and PL agree that each will take all necessary actions, including school board approvals, and execute such other documents as may be reasonably required, to effectuate the purposes of this paragraph and Agreement. Pursuant to Neb. Rev. Stat. § 79-479, § 79-4,128, and other Nebraska laws, all such transfers and attachments by a boundary line adjustment using Exhibit "B" and Exhibit "C" forms are made only on an order issued by the State Committee or county clerk and as deemed appropriate by local or state officials all such orders must be issued no later than June 1 and shall have an effective date no later than August 1 of the same year (the "boundary change order effective date"). SP and PL further understand and agree that all assets, including budget authority and unbonded liabilities of each School District shall remain the same on any transfer and attachment hereunder and shall not be transferred to PL. All the transferred land from the Property Area shall continue to be liable for any bonded indebtedness voted or incurred by SP prior to the boundary change order effective date and such transferred land shall not be liable for any bond indebtedness voted or incurred by PL prior to the effective date of the boundary change order. The transferred land shall be responsible for future bonded indebtedness, if any, voted or incurred by PL after the effective date of the boundary change order. All uncollected real estate taxes due and payable on such transferred land prior to the effective date of the boundary change order shall remain the property of SP. All real estate taxes levied and assessed on such transferred land after the effective date of the boundary change order shall be the property of PL. Both districts agree to take all actions required or necessary to assign and accomplish the rights to receive such taxes and other rights provided herein from county or state officials.

B. Agricultural or Other Undeveloped Land in the Property Area. For any tracts, lots, acreages or other land located in the Property Area that the Parties agree is agricultural or undeveloped, such land may be transferred from SP to PL on the condition that PL agrees or otherwise arranges to SP's satisfaction to the payment of the following amounts per acre:

Calendar Year	Amount per Acre
2026	\$2,687.83
2027	\$2,768.47
2028	\$2,851.52
2029	\$2,937.07
2030	\$3,025.18
2031	\$3,115.93
2032	\$3,209.41
2033	\$3,305.70
2034	\$3,404.87
2035	\$3,507.01

The price per acre payment shall be payable to SP within 3 months after any such agricultural or undeveloped land is purchased by and deeded to a developer, transfer approval by state and local officials and the effective date of the boundary change order whichever occurs last in time.

C. Existing Residential or Commercial Land in the Property Area. For any tracts, lots, acreages or other land located Property Area that the Parties agree are existing residential or commercial in nature, such lands may be transferred from SP to PL on the condition and for a transfer price of the fiscal year tax levy assessed value on the effective date of the boundary change order of times \$1.05 per \$100 of assessed valuation(s) X (times) ten (10) years, payable by PL to SP in equal installments over a ten (10) year period after the effective date of the boundary change order. The Parties will agree on the payment dates each year.

3. Property Purchase by PL. SP further agrees to negotiate in good faith a transfer with PL should PL wish to purchase, for district use, agricultural or undeveloped land within the Property Area.

4. Notices. Any notice to be given to the other party under this Agreement or otherwise shall be in writing, and shall be sent by hand-delivery, or by certified or registered mail, and addressed as follows:

If to Springfield Platteview:

Office of the Superintendent  
Springfield Platteview Community Schools  
765 Main Street  
Springfield, Nebraska 68059

If to Papillion La Vista:

Office of the Superintendent  
Papillion La Vista Community Schools  
420 S. Washington Street  
Papillion, Nebraska 68046

or such other address as either party may designate in writing from time to time.

5. Interlocal Cooperation Act Disclosures. Pursuant to the requirements of Neb. Rev. Stat. § 13-804(3), the Parties state as follows:

- A. The duration of this Agreement is specified in Paragraph 1.
- B. There is no separate administrative entity created by this Agreement.
- C. The purposes of this Agreement are stated in the recitals to this Agreement.
- D. There is no separate financing required for this Agreement.
- E. This Agreement will only terminate and may expire as provided in Paragraph 1 hereof. There will be no property to dispose of on termination or expiration.
- F. This Agreement does not utilize any tax authorized under Neb. Rev. Stat. §§ 13-318 to 13-326.

6. Miscellaneous.

A. This Agreement constitutes the entire Agreement of the Parties with respect to the subject matter hereof, and supersedes all prior negotiations and agreements with respect thereto.

B. This Agreement may not be modified, supplemented or amended except by a writing signed by both Parties hereto.

C. No delay on the part of any party in exercising its rights hereunder shall operate as a waiver thereof.

D. Neither this Agreement, nor any rights or duties hereunder, shall be assigned to any other person or entity, provided, however, that the rights and obligations hereunder may be assigned to another public school district which: (1) is a successor of either party hereto; (2) is a "public agency" for purposes of the Nebraska Interlocal Cooperation Act; (3) is authorized to perform the obligations of its predecessor hereunder; and (4) assumes the obligations of the predecessor party.

E. This Agreement shall be binding on the successors and assigns of the Parties hereto.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date written below.

Date: \_\_\_\_\_

SARPY COUNTY SCHOOL DISTRICT 77-0046, A/K/A SPRINGFIELD PLATTEVIEW COMMUNITY SCHOOLS

ATTEST:

By: \_\_\_\_\_  
Secretary, Board of Education

By: \_\_\_\_\_  
President, Board of Education

Date: \_\_\_\_\_

SARPY COUNTY SCHOOL DISTRICT 77-0027, A/K/A PAPILLION LA VISTA PUBLIC SCHOOLS

ATTEST:

By: \_\_\_\_\_  
Secretary, Board of Education

By: \_\_\_\_\_  
President, Board of Education

EXHIBIT "A"  
DEPICTION AND DESCRIPTION OF THE PROPERTY AREA

The Property Area as used herein includes a rectangle bounded on the north by West Lincoln Road, on the south by Capehart Road, on the east by South 60th Street, and on the west by approximately South 128th Street depicted as follows:

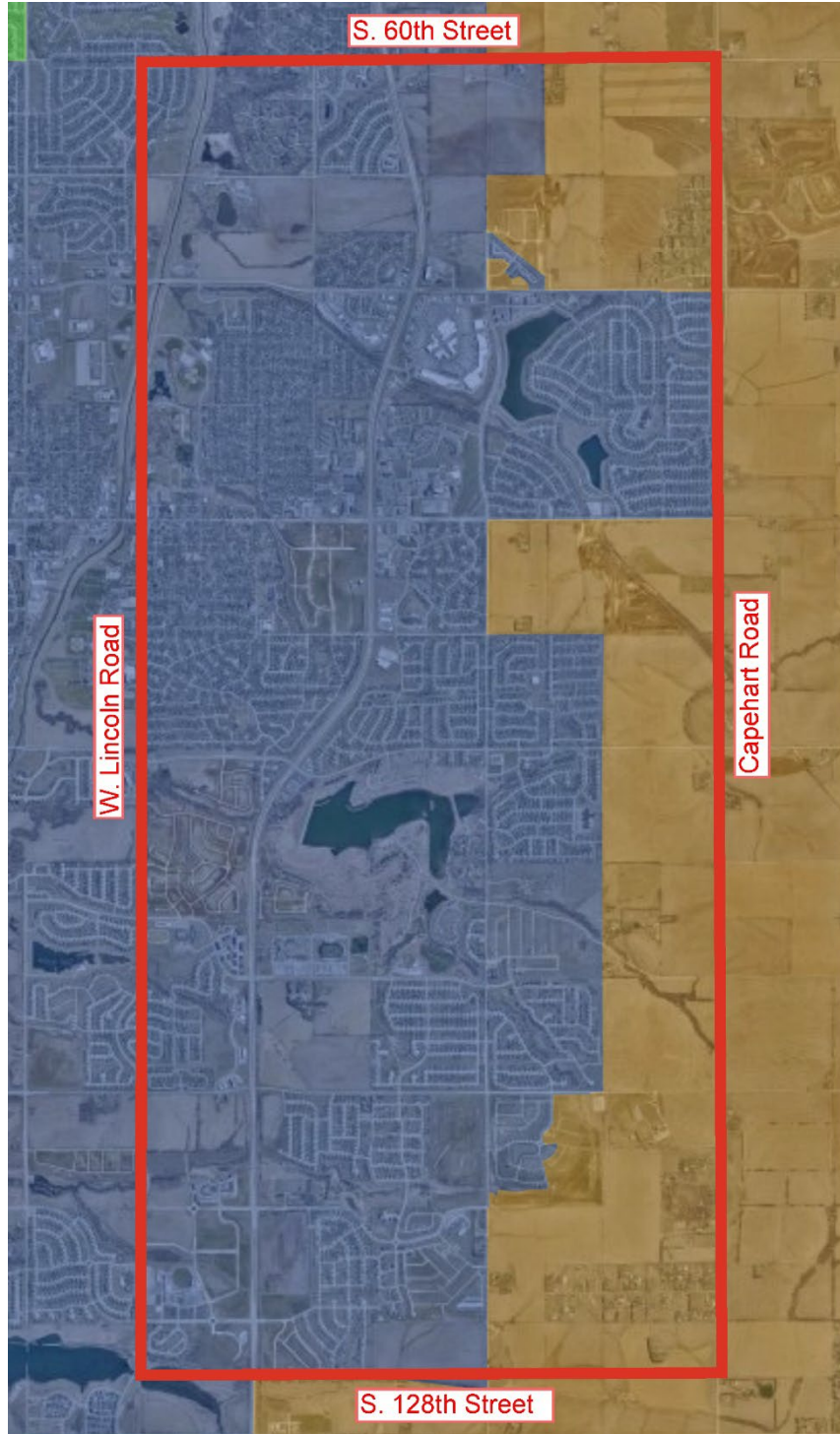


EXHIBIT "B"  
REORGANIZATION PLAN AND ORDER

REORGANIZATION PLAN  
TO TRANSFER AND ATTACH PROPERTY BY A CHANGE OF BOUNDARIES  
UNDER AND PURSUANT TO THE LEARNING COMMUNITY REORGANIZATION ACT  
(Sections 79-4,117 to 79-4,129)

TO: The State Committee for the Reorganization of School Districts, the County Clerk of Sarpy County, Nebraska, and All Others Who Are, or May Be, Concerned.

A. This Reorganization Plan (the "Plan") is being initiated under and pursuant to the Learning Community Reorganization Act found at Neb. Rev. Stat §§ 79-4,117 to 79-4,129 (the "Act") and other Nebraska laws, by Sarpy County School District 77-0046, a/k/a Springfield Platteview Community Schools, hereinafter referred to as "SP," an accredited Class III School District, under the laws and statutes of the State of Nebraska, and Sarpy County School District 77-0027, a/k/a Papillion-La Vista Public Schools, hereinafter referred to as "PL," also an accredited Class III School District, under the laws and statutes of the State of Nebraska, (collectively, both school districts are herein sometimes referred to as the "School Districts"). The School Districts are members of the Learning Community of Douglas and Sarpy Counties (the "LC"). According to law, the School Districts submitted the Plan to the State Committee for the Reorganization of School Districts (the "State Committee") for review and action under the Act. Both School Districts have approved the Plan and hereby request approval from the State Committee according to the Act for submission to the Sarpy County Clerk. This Plan involves the transfer and attachment to an established district of part of the territory of one or more districts under Neb. Rev. Stat § 79-4,120 and a change in boundaries of the School Districts solely within the LC and no territory is being transferred out of the LC. SP and PL are not part of an affiliation of school districts or an affiliated school system as provided by Nebraska law.

B. The undersigned School Districts by this Plan, petition, agree, state and represent that it is considered to be in the best interests of SP and PL that the boundaries of each of the School Districts be changed in accordance with this Plan, and in furtherance thereof, do hereby request the State Committee and County Officials to whom this Plan is directed, or their successors in interest, to approve the same and enter an order changing the boundaries of SP and PL, pursuant to Neb. Rev. Stat § 79-4,128, and other Nebraska laws, so as to transfer the following-described territory from SP to PL, such territory (herein sometimes referred to as the "Property") being legally described as follows, to-wit:

*(Insert Legal Description of Property to be Transferred)*

C. The terms of this Plan and Agreement and on which the transfer and attachment by a change of boundaries, as described above, is to be made between SP and PL shall be as follows:

**1. A DESCRIPTION OF THE PROPOSED BOUNDARIES OF THE REORGANIZED DISTRICTS AND A DESIGNATION OF THE CLASS FOR EACH DISTRICT**

A description of the Property to be transferred from SP to PL is contained above. Both School Districts are Class III school districts. For a description of the boundaries of the reorganized districts see maps referred to in paragraph 5 and attached as Exhibit "1" to this Plan.

## **2. SUMMARY OF REASONS FOR PROPOSED CHANGE, EXPLANATION OF STATUTORY COMPLIANCE AND STATUTORY ASSURANCE**

The reasons for the proposed transfer and attachment of Property by a change of boundaries pursuant to Neb. Rev. Stat § 79-4,120 as provided herein involve consideration being given to: (1) the educational needs of the learning community, (2) economies in administration costs, (3) the future use of existing satisfactory school buildings, sites, and play fields, (4) the convenience and welfare of pupils, (5) transportation requirements, (6) the equalization of the educational opportunity of pupils, (7) the amount of outstanding indebtedness of each district and proposed disposition thereof, (8) the equitable adjustment of all property, debts, and liabilities among the districts involved, (9) any additional statutory requirements for learning community organization, and (10) any other matters which, in the School Districts judgment, are of importance. This Plan complies with statutory requirements in that no property is leaving the LC and for the reasons stated above. This Plan does not increase the geographic size of any school district that has more than twenty-five thousand students.

## **3. SUMMARY OF TERMS OF REORGANIZATION**

The terms of this Plan involve a transfer and attachment of Property by a change of boundaries pursuant to Neb. Rev. Stat § 79-4,120 as described herein. As this Plan only involves such transfer and attachment according to the Act and there is no new district being created, the school boards, school board wards or districts, if any, and classifications of the School Districts involved are unchanged and shall remain the same and the State Committee will not need to determine initial school board districts or wards, or appoint an initial school board.

## **4. STATEMENT OF FINDINGS ON LOCATION AND UTILIZATION OF SCHOOLS AND TRANSPORTATION**

The terms of this Plan involve a transfer and attachment of Property by a change of boundaries pursuant to Neb. Rev. Stat § 79-4,120 as described herein. As this Plan only involves such transfer and attachment according to the Act there is no change with respect to the location of schools, the utilization of existing buildings, the construction of new buildings, or the transportation requirements of the School Districts involved.

## **5. MAPS SHOWING BOUNDARIES**

Maps showing the boundaries of established school districts and the boundaries proposed under this Plan are attached hereto and incorporated herein by this reference as Exhibit "1."

## **6. OTHER MATTERS**

The effective date of the change of boundaries and the transfer of the Property from SP to PL shall be upon final approvals and entry of an order by the appropriate County Officials whose order is necessary to effect the change in boundaries and Property transfer set forth herein, or according to law, whichever occurs later in time. All assets, including budget authority and unbonded liabilities of each School District shall remain the same on such transfer and attachment hereunder and shall not be transferred to PL. The transferred land shall continue to be liable for any bonded indebtedness voted or incurred by SP prior to the boundary change order effective date and such transferred land shall not be liable for any bond indebtedness voted or incurred by PL prior to the effective date of the boundary change order. The transferred land shall be responsible for future bonded indebtedness, if any, voted or incurred by PL after the effective date of the boundary change order. All uncollected real estate taxes due and payable on such transferred land prior to the effective date of the boundary change order shall remain the property of SP. All real estate taxes levied and assessed on such transferred land after the effective date of the boundary change order shall be the property of PL.

Upon completing the transfer, the Sarpy County Clerk shall file the certificate or other appropriate notice documents with the Sarpy County Assessor, Treasurer, the State Committee and all other appropriate county or state officials so that taxing records, voting records, and the like, may be changed to reflect such action, and so that such records and any appropriate maps can be changed accordingly.

The undersigned School Districts hereby certify and agree that the Property described in this Plan is within the parameters and meets all conditions of their ADJUSTMENT OF SCHOOL DISTRICT BOUNDARIES INTERLOCAL AGREEMENT and hereby respectfully initiate and present this Plan, and agree and request that the changes in boundaries as set forth herein.

BOARD OF EDUCATION AND SCHOOL  
BOARD OF SARPY COUNTY SCHOOL  
DISTRICT 77-0046, a/k/a SPRINGFIELD  
PLATTEVIEW COMMUNITY SCHOOLS

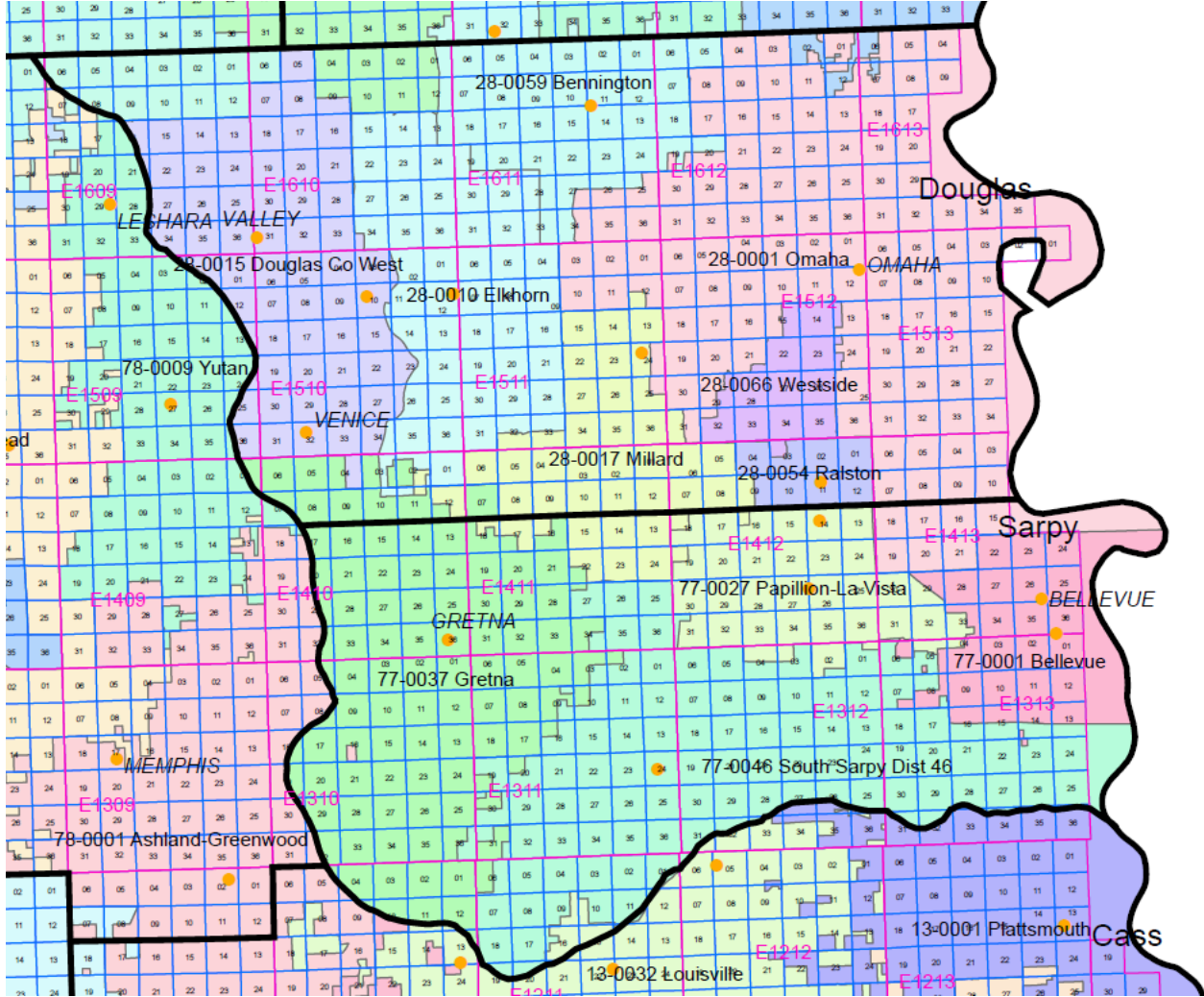
By: \_\_\_\_\_  
Authorized Official

BOARD OF EDUCATION AND SCHOOL  
BOARD OF SARPY COUNTY SCHOOL  
DISTRICT 77-0027, a/k/a PAPILLION LA VISTA  
PUBLIC SCHOOLS

By: \_\_\_\_\_  
Authorized Official

EXHIBIT "1"  
(MAPS)

**ESTABLISHED DISTRICTS**



The intention is to include in this Map the entire boundaries and geographic area and territory of the existing SP and the existing PL which is legally within such school districts. It is further the intention to exclude from this Map any boundaries and geographic area and territory which is not legally within the existing SP and the existing PL. Further, in the event of conflicting descriptions between this Map and official records and documents on file with the County Clerk of Sarpy County, Nebraska, and such other appropriate officials who are required by law to maintain school district boundary lines and description records, such official records and documents shall be controlling as to what are the proper and legal descriptions and boundaries of the existing SP and PL.

**BOUNDARIES PROPOSED UNDER THIS PLAN**

[The maps would be revised to show the transfer of the Property described in paragraph B. from SP to PL.]

EXHIBIT "C"  
COUNTY CLERK CERTIFICATE

CERTIFICATE OF BOUNDARY CHANGE

A plan for reorganization ("Plan") was initiated under and pursuant to the Learning Community Reorganization Act found at Neb. Rev. Stat. §§ 79-4,117 to 79-4,129 (the "Act") and/or other Nebraska laws, by Sarpy County School District 77-0046, a/k/a Springfield Platteview Community Schools, hereinafter referred to as "SP," an accredited Class III School District, under the laws and statutes of the State of Nebraska, and Sarpy County School District 77-0027, a/k/a Papillion-La Vista Public Schools, hereinafter referred to as "PL," also an accredited Class III School District, under the laws and statutes of the State of Nebraska, (collectively, both school districts are herein sometimes referred to as the "School Districts"). The School Districts are members the Learning Community of Douglas and Sarpy Counties (the "LC"). According to law, the School Districts submitted the Plan to the State Committee for the Reorganization of School Districts (the "State Committee"), at Case No. LT-\_\_\_, for review and action under the Act. The State Committee and both School Districts have properly approved the Plan according to law. This Plan involves the transfer and attachment to an established district of part of the territory of one or more districts under Neb. Rev. Stat. § 79-4,120 or other laws and is a change in boundaries of the School Districts solely within the LC and no territory is being transferred out of the LC.

The State Committee approved the Plan on \_\_\_\_\_, 20\_\_; the order ("Order") of the State Committee is attached hereto and incorporated herein by this reference as EXHIBIT "A". The Plan was duly approved by all required entities under the Act and has been presented and filed according to law. In accordance with the Order:

1. SP and PL are both classified as Class III School Districts located entirely within the LC.
2. There will be a transfer and attachment by a change of boundaries of a parcel of land (the "Property") as hereinafter described:

*(Insert Legal Description of Property to be Transferred)*

3. The Property is all located in Sarpy County, Nebraska. As of [no earlier than January 1 and no later than June 1], 20\_\_ (the "effective date"), the Property is detached from SP and transferred and attached by a change of boundaries to PL.

4. All assets, including budget authority and unbonded liabilities of each School District, shall remain the same and shall not be transferred to PL. The Property shall continue to be liable for any bonded indebtedness voted or incurred by SP prior to the boundary change order effective date and such Property shall not be liable for any bond indebtedness voted or incurred by PL prior to the effective date of the boundary change order. The Property shall be responsible for future bonded indebtedness, if any, voted or incurred by PL after the effective date of the boundary change order. All uncollected real estate taxes due and payable on such transferred Property prior to the effective date of the boundary change order shall remain the property of SP. All real estate

taxes levied and assessed on such transferred Property after the effective date of the boundary change order shall be the property of PL. Both districts are ordered to take all actions required or necessary to assign and accomplish the rights to receive such taxes and other rights provided herein.

This Certificate of Boundary Change is based upon the Order. The County Clerk of Sarpy County is not responsible for any errors or omissions in the information contained within the Order.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
County Clerk of Sarpy County, Nebraska

CERTIFICATE

The undersigned hereby certifies that a copy of the above Certificate of Boundary Change is being or has been filed with all proper county and state officials according to law so official public records and documents may be altered accordingly.

\_\_\_\_\_  
County Clerk of Sarpy County, Nebraska

**Subject:** Audit/ Financial Statements Report for 2024-25

**Meeting Date:** January 26, 2026

**Prior Meeting Discussion Date:** N/A

**Department:** Business Services

**Action Desired:** Approval  Discussion  Information Only

**Background:**

As required by State Statute 79-1089, the District’s financial records are audited annually. O’Donnell, Ficenec, Wills & Ferdig conducted the audit of the district’s funds and prepared the report. The State Auditor of Public Accounts and the Nebraska Department of Education received a copy of this report as required by state statute.

Highlights of the audit will be provided during the meeting.

**Recommendation:** Motion to acknowledge receipt of the audit report for fiscal year 2024-25.

**Responsible Person:** Brett Richards

**Superintendent’s Approval** Andrew J. Rhoten  
Signature

**Subject:** Legislative Update

**Meeting Date:** January 26, 2026

**Prior Meeting Discussion Date:**

**Department:** Business Services

**Action Desired:** Approval \_\_\_\_\_ Discussion \_\_\_\_\_ Information Only  X

**Background:**

A legislative update will be provided to review bills we are following during the 109<sup>th</sup> Legislature session. Our district’s lobbyist, Tim Gay from Catalyst Public Affairs and administration will be discussing with the Board key bills that we will be following during this legislative session.

**Recommendation:** None

**Responsible Person:** Mr. Brett Richards

**Superintendent’s Approval** \_\_\_\_\_  
*Andrew J. Rikli*  
Signature

**RETURN TO AGENDA**

**Subject:** Policy Review 1000 Series-Public Relations and Communications

**Meeting Date:** January 26, 2026

**Prior Meeting Discussion Date:**

**Department:** Human Resources

**Action Desired:** Approval \_\_\_\_\_ Discussion \_\_\_\_\_ Information Only  X

**Background:**

The Series 1000 Board Policies are up for annual review. Please forward any changes you would like to make to Dr. Villarreal. Recommended changes will be discussed at the February 9 board meeting, with possible action at the February 23 meeting. If there are no changes recommended, the Board will acknowledge review of the Series 1000 Board Policies at the February 9 board meeting.

**Recommendation:** Direct suggested changes to 1000 Board Policies to Dr. Villarreal.

**Responsible Person:** Dr. Christopher Villarreal

**Superintendent's Approval** \_\_\_\_\_  
*Andrew J. Rhee*  
Signature

**RETURN TO AGENDA**