

**ARTICLE 8: INTERNAL OPERATIONS OF THE BOARD OF EDUCATION  
SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

1. Organization of the Board of Education of the South Central Nebraska Unified School District #5
  - A. Purpose and role of the South Central Nebraska Unified School District #5 Board of Education of the South Central Nebraska Unified School District #5 8110.00
  - B. Legal status and authority of the Board of Education of the South Central Nebraska Unified School District #5 8120.00
  - C. The Board of Education of the South Central Nebraska Unified School District #5 ...A committee of the whole 8130.00
  - D. Standing Committees 8151.00
  - E. Standing Committee on American Civics 8153.00
2. Members of the Board of Education of the South Central Nebraska Unified School District #5
  - A. Orientation of members of the Board of Education of the South Central Nebraska Unified School District #5 8210.00
  - B. Opportunities for development for members of the Board of Education of the South Central Nebraska Unified School District #5 8220.00
  - C. Code of Ethics for the Board of Education of the South Central Nebraska Unified School District #5 8230.00
  - D. Violations of Board of Education Code of Ethics 8240.00
3. Methods of Operation of the Board of Education of the South Central Nebraska Unified School District #5
  - A. Formulation of policies of the Board of Education of the South Central Nebraska Unified School District #5 8310.00
  - B. Preparation of Board of Education members of the South Central Nebraska Unified School District #5 8320.00
  - C. Membership of the Board of Education of the South Central Nebraska Unified School District #5 8330.00

D. Agenda Construction and Control of the Board of Education of  
the South Central Nebraska Unified School District #5 8340.00

**ORGANIZATION OF THE BOARD OF EDUCATION OF THE SOUTH  
CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

**8110.00      PURPOSE AND ROLE OF THE BOARD OF EDUCATION OF THE  
SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The South Central Nebraska Unified School District #5 Board of Education shall be responsible for the application of all federal, state and local laws in the operation of the South Central Nebraska Unified School District #5. The schools within the District will be operated for the educational benefit of all children.

The South Central Nebraska Unified School District #5 Board of Education is the policy making body of the South Central Nebraska Unified School District #5. The Board will exercise leadership primarily through the formulation and adoption of policy.

POLICY ADOPTED:            July 2000  
POLICY AMENDED:         August 2008, August 2010  
POLICY REVIEWED:        July 2020

**8120.00      LEGAL STATUS AND AUTHORITY OF THE BOARD OF EDUCATION  
OF THE SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT  
#5**

The legal name of the South Central Nebraska Unified School District #5 Public School District is "South Central Nebraska Unified School District #5 County School District 65-2005."

The Board is the governing body of the South Central Nebraska Unified School District #5. The legal authority of the South Central Nebraska Unified School District #5 is determined by the state constitution, the statutes of the Nebraska Unicameral, the regulations of the Nebraska State Board of Education and the authority conferred by school district elections.

POLICY ADOPTED:      July 2000  
POLICY REVIEWED:      July 2020

**8130.00      A COMMITTEE OF THE WHOLE OF THE BOARD OF EDUCATION OF  
THE SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The South Central Nebraska Unified School District #5 Board of Education will act as a committee of the whole in the establishment of policies and any transactions which occur in the legal operation of the South Central Nebraska Unified School District #5. Individual and separate members of the Board cannot make a decision relative to policy change or revision or legal operation of the South Central Nebraska Unified School District #5.

POLICY ADOPTED:      July 2000  
POLICY AMENDED:      July 2020

**8151.00      STANDING COMMITTEES OF THE SOUTH CENTRAL NEBRASKA  
UNIFIED #5**

It shall be the policy of South Central Nebraska Unified School District #5 that the following will be the standing committees of the Board of Education:

1. Personnel/Negotiations Committee
2. Committee on American Civics
3. Transportation/Buildings & Grounds Committee
4. Budget/Finance Committee
5. Policy Committee
6. Accreditation & Curriculum Committee

It shall further be the policy that South Central Nebraska Unified School District #5 that the Board of Education President shall appoint the members of the above committees.

Additional committees may be formed by the Board of Education when the board deems it necessary to conduct an in depth study.

Legal Reference:    Neb. Rev. Stat. § 79-724

Legal Reference:    Neb. Rev. Stat. § 79-520

POLICY ADOPTED:      July 2019

POLICY AMENDED:     July 2020

**8153.00      STANDING COMMITTEE ON AMERICAN CIVICS OF THE  
SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

It shall be the policy of South Central Nebraska Unified School District #5 that the Committee on American Civics shall consist of six members appointed by the Board President. The committee shall meet at least twice per year. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination other members of the Board of Education. The Committee shall take all other steps to ensure compliance with Nebraska Law.

It shall further be in policy of South Central Nebraska Unified School District #5 that the Committee on American Civics shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on Curriculum and Americanism will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Legal Reference:            Neb. Rev. State. §79-724  
                                      Neb. Rev. State. §79-520  
                                      LB 399 (2019)

POLICY ADOPTED:        July 2019  
POLICY REVIEWED:      July 2020



**MEMBERS OF THE BOARD OF EDUCATION OF THE SOUTH  
CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

**8210.00      ORIENTATION OF MEMBERS OF THE BOARD OF EDUCATION OF  
THE SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

Newly elected, or appointed members of the South Central Nebraska Unified School District #5 Board of Education will meet with the president of the Board and the superintendent of schools to orient themselves to the legal operation of the South Central Nebraska Unified School District #5 and to become cognizant of all policies and rules and regulations of the South Central Nebraska Unified School District #5. Such meeting will be held prior to the newly elected or appointed Board member's first meeting in the capacity of a member of the South Central Nebraska Unified School District #5 Board of Education. All newly elected or appointed members of the Board should attend state and regional meetings of orientation for new board of education members.

POLICY ADOPTED:      July 2000  
POLICY REVIEWED:     July 2020

**8220.00 OPPORTUNITIES FOR DEVELOPMENT FOR MEMBERS OF THE  
BOARD OF EDUCATION OF THE SOUTH CENTRAL NEBRASKA  
UNIFIED SCHOOL DISTRICT #5**

Members of the Board of the South Central Nebraska Unified School District #5 are encouraged to attend national, state and regional meetings designed for the improvement and development of board of education members relative to good boardmanship.

POLICY ADOPTED: July 2000  
POLICY REVIEWED: July 2020

**8230.00 CODE OF ETHICS FOR THE BOARD OF EDUCATION OF THE SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The South Central Nebraska Unified School District #5 Board of Education Code of Ethics is divided into three areas of responsibility: (1) responsibility to the South Central Nebraska Unified School District #5 community; (2) responsibility to the school administration, and (3) responsibility to fellow Board members:

A Board member in his/her relations with the South Central Nebraska Unified School District #5 School District should:

- (1) Realize that his/her primary responsibility is to the students.
- (2) Recognize that his/her basic function is policy maker.
- (3) Remember that he/she is one of a team and must abide by and support all board decisions once they are made.
- (4) Be well informed concerning the duties of a board member on both the state and local level.
- (5) Remember that he/she represents the entire South Central Nebraska Unified School District #5 community at all times in dealing with all issues.
- (6) Accept the office of board member as a means of unselfish service with no intent to benefit personally, in any manner, from his/her board activities.
- (7) Recognize that a board's responsibility is not to run the schools but to see that they are well run.
- (8) Work through the properly appointed administrators according to adopted board policy.
- (9) Refer, so far as possible, all appropriate requests to the proper administrator.
- (10) Familiarize himself/herself in with the total school system, including its strengths and weaknesses.
- (11) Try to interpret to the school staff through the administration the attitudes, wishes and needs of the people of the District and try to interpret to the people the needs, problems and progress of the South Central Nebraska Unified School District #5.
- (12) Voice opinions frankly in board meetings and vote for what seems best for all the students in the South Central Nebraska Unified School District #5.
- (13) Vote only for the best qualified technical and professional employees who have been recommended by the proper administrator.
- (14) Visit the schools and attend extra-curricular activities to gain a clearer understanding of the functions of the school, but not to interfere in the day-to-day administration of the schools.
- (15) Support and protect school employees in the proper performance of their duties.
- (16) Treat confidential information with the utmost respect.

A Board member in his/her relations with the South Central Nebraska Unified School District #5 administration should:

- (1) Endeavor to establish sound, clearly defined policies which will direct and support the administration.
- (2) Recognize and support the administrative chain of command and refer all complaints to the administrative staff for solution and discuss them at board meetings only if such attempted solution fails.
- (3) In all matters of employment or dismissal of school personnel, act on the recommendations of the superintendent of schools.
- (4) Give the superintendent of schools full responsibility and authority for discharging his/her professional duties and hold him/her responsible for acceptable results.
- (5) Recognize fully that the superintendent of schools is entirely responsible for carrying out a particular policy in accordance with state law and local regulations.
- (6) Help to frame policies and plans after considering the recommendations of the superintendent of schools together with his/her reasons for making such recommendations.
- (7) Require oral and written reports for the purpose of keeping the board properly informed on school matters.
- (8) Grant to the superintendent of schools power to delegate authority to all other school personnel in keeping with their responsibilities.
- (9) Establish job description for the superintendent of schools and develop criteria for evaluating his/her performance.
- (10) Present personal criticism of school employees only to the appropriate administrator.

A Board member in his/her relations with his fellow members of the South Central Nebraska Unified School District #5 Board of Education should:

- (1) Recognize that only the action taken at official meetings is binding on the board.
- (2) Remember that he/she should not make promises about how he/she will vote on matters that will come before the board.
- (3) Uphold the intent of executive sessions and respect the privileged communication that exists in executive sessions.
- (4) Share pertinent information on school matters or personnel problems with members of his/her own board and the superintendent of schools and with members of boards who may be seeking help and information on school problems.
- (5) Make decisions only after all facts on a question have been presented and discussed.
- (6) Maintain harmonious relations with other board members when harmonious relations are consistent with their obligations to the schools.

Individuals who are members of the South Central Nebraska Unified School District #5 Board of Education must realize that the position of school board member plays a key role in the total affairs of the South Central Nebraska Unified School District #5. Therefore, a South Central Nebraska Unified School District #5 Board of Education member is looked upon as one of the South Central Nebraska Unified School District #5 community leaders and conduct themselves accordingly. In that respect, every South Central Nebraska Unified School District #5 Board of Education member should:

- (1) Be enthusiastic and interested in maintaining a quality educational program for all students of all ages.
- (2) Act as a member of a team or unit. Board members have authority only when attending a legally called meeting.
- (3) Be committed to those interests which will be of greatest benefit to the students and the school district community as a whole.
- (4) Be aware that what is said publicly in school board matters may be taken as the opinion of the entire school board.
- (5) Attend all board meetings and be willing and able to spend time to attend and participate in workshops and activities that contribute to the growth of each board member.
- (6) Realize that at board meetings there is room for neither personal biases, certain religious convictions, the assumptions that rumors are truths, nor decisions based on second-hand information.
- (7) Be discrete with remarks.
- (8) When time permits, take the opportunity to have some phase of the South Central Nebraska Unified School District #5 School District highlighted.
- (9) Recognize the good work of self and others and be willing to offer praise for a job well done.

POLICY ADOPTED: July 2000  
POLICY AMENDED: August 2010, July 2020

**8240.00 VIOLATIONS OF BOARD CODE OF ETHICS OF THE SOUTH  
CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The board of education is responsible for enforcing the code of ethics of its members. If any member of the board commits a serious or repeated violation of the code, the board may take any of the following steps:

1. The board officers may confer with the board member who has violated the code of ethics in order to:
  - a. Identify the provision of the code that the member has violated;
  - b. Propose how the member can remedy the violation;
  - c. If the board member who violated the code is a board officer, the remaining officers are empowered to confer with the board member about the violation.
2. The board may enter executive session during a regular meeting to confront the offending board member.
  - a. The board may enter executive session when necessary to prevent needless injury to the reputation of the offending board member.
  - b. During the executive session, board members will identify the provision of the code that has been violated and propose how the member can remedy the violation.
  - c. The board may invite its attorney to participate in an executive session regarding a breach of board ethics.

The board may vote to publicly censure any board member who commits a serious or repeated violation of the code. The board will pass a censure motion to inform the community that an individual member of the board is not fulfilling the responsibilities for which he or she was elected.

POLICY ADOPTED: August 2010  
POLICY AMENDED: July 2020

**METHODS OF OPERATION OF THE BOARD OF EDUCATION OF THE  
SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**



**8310.00 FORMULATION OF POLICIES OF THE BOARD OF EDUCATION OF  
THE SOUTH CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The formulation and adoption of written policies is the sole prerogative of the South Central Nebraska Unified School District #5 Board of Education. Whenever possible, the Board will seek the counsel of members of the District community likely to be affected by any policy addition or revision. Furthermore, the Board will utilize legal counsel in the formulation of or adoption or revision of policies. Policies will be formally adopted at regular or special meetings of the Board and will be recorded in the Board minutes. Only policies so recorded will be considered official South Central Nebraska Unified School District #5 Board of Education policies.

POLICY ADOPTED: July 2000  
POLICY REVIEWED: July 2020

**8320.00      PREPARATION OF BOARD OF EDUCATION MEMBERS FOR  
MEETINGS OF THE BOARD OF THE SOUTH CENTRAL NEBRASKA  
UNIFIED SCHOOL DISTRICT #5**

The superintendent of schools of the South Central Nebraska Unified School District #5 shall submit, in written form, a synopsis of items listed on the prepared agenda to be sent to each member of the Board no later than Friday preceding the regular meeting of the Board. The Board will familiarize themselves with items on the agenda for regular meetings of the Board prior to the regular monthly meeting of the Board.

POLICY ADOPTED:      July 2000  
POLICY AMENDED:      July 2020

**8330.00 MEMBERSHIP OF THE BOARD OF EDUCATION OF THE SOUTH  
CENTRAL NEBRASKA UNIFIED SCHOOL DISTRICT #5**

The South Central Nebraska Unified School District #5 Board of Education may be members of state and national school board associations. Membership fees and associated costs are to be paid from school district funds to such associations or school boards or boards of education.

POLICY ADOPTED: July 2000  
POLICY REVIEWED: July 2020

**8340.00      AGENDA CONSTRUCTION AND CONTROL OF THE BOARD OF  
EDUCATION OF THE SOUTH CENTRAL NEBRASKA UNIFIED  
SCHOOL DISTRICT #5**

Agenda Construction and Control

- A. Written meeting agendas will be prepared by the Superintendent of Schools in corroboration with the President of the Board of Education. Any Board member may submit agenda items to be placed on the agenda by the Superintendent and the Board President.
- B. Control of the agenda is the responsibility of the Board President.
- C. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting.
- D. An agenda, kept continuously current, shall be readily available for public inspection at the office of the Superintendent of School of the South Central Nebraska USD #5 during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled commencement of the meeting. The School Board shall have the right to modify the agenda to include items of an emergency nature only by action taken at the public meeting at which the item is to be considered.

POLICY ADOPTED:            June 2006  
POLICY REVIEWED:        July 2020

