

**MINUTES OF THE REGULAR MEETING OF THE BOARD
OF EDUCATION OF DOUGLAS COUNTY SCHOOL
DISTRICT 28-0015, a/k/a, DOUGLAS COUNTY WEST
COMMUNITY SCHOOL DISTRICT
Monday, January 15, 2018**

The regular meeting of the Board of Education, District #15, in the County of Douglas, in the State of Nebraska, was convened in open and public session on Monday, January 15, 2018 at the Central Office Board Room, 401 South Pine Street, Valley, Nebraska 68064-0378.

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

Jeff Clauson: Present
Kelly Hinrichs: Present
Luke Janke: Present
Elizabeth Mayer: Absent
Pat McCarville: Present
Sue McKie: Present

1. Call to Order

Vice-President Sue McKie called the regular meeting to order at 7:00 p.m. Mrs. McKie noted the Open Meetings Act was posted on the wall of the Board Room for public review.

2. Public Communications and Correspondence

No comments or correspondence.

3. Approval of Agenda

Motion to approve agenda as presented Passed with a motion by Luke Janke and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

4. Administrative Reports

4.1. Superintendent's Report

4.2. Financial Report

5. Consent Agenda

Motion to approve Consent Agenda Passed with a motion by Sue McKie and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

5.1. Approve Minutes

5.2. Approve Claims for Payment

5.3. Approve Financial Report

5.4. Approve Classified Staff

Brandy Guarino and Lindsay Schurman have been hired as preschool and elementary paraprofessionals.

6. Old Business

6.1. Elementary Project Update

7. New Business

7.1. Election of Officers

Superintendent Poloncic conducted the election of Board President and assisted the President with the election of officers for Vice-President, Secretary, and Treasurer.

The following procedure was used for the elections per Board policy:

- Open nominations for the specific office
- Record nominations (no second necessary)
- Call for final nominations
- Move, second, and vote to close nominations
- Cast paper ballot or vote for position
- If a tie, continue to cast votes until a majority vote is reached

7.1.1. Elect Board President

Dr. Poloncic opened nominations for Board President. Kelly Hinrichs was nominated.

Motion to close nominations for Board President Passed with a motion by Pat McCarville and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea

Yea: 5, Nay: 0

7.1.2. Elect Vice-President

Kelly Hinrichs opened nominations for Vice-President. Sue McKie was nominated.

Motion to close nominations for Vice President Passed with a motion by Pat McCarville and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.1.3. Elect Treasurer

Kelly Hinrichs opened nominations for Treasurer. Elizabeth Mayer was nominated.

Motion to close nominations for Treasurer Passed with a motion by Pat McCarville and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.1.4. Appoint Board Secretary

Motion to appoint Sabina Safford as Board Secretary.

Motion to appoint Sabina Safford as Board Secretary Passed with a motion by Pat McCarville and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.2. Appoint Board Members to Board Subcommittees

Kelly Hinrichs conducted the appointment of Board members to committees. The following are the 2017 committee appointments:

Buildings and Grounds: Sue McKie, Jeff Clauson, Luke Janke

Americanism and Instruction: Luke Janke, Sue McKie, Elizabeth Mayer

Finance and Audit: Pat McCarville, Elizabeth Mayer, Kelly Hinrichs

Negotiations: Kelly Hinrichs, Pat McCarville, Jeff Clauson

M.A.B.E. Representative: Sue McKie

Luke Janke replaced Pat McCarville on the Americanism and Instruction Committee and Pat McCarville replace Luke Janke on the Negotiations Committee.

2018 Committees:

Buildings and Grounds: Sue McKie, Jeff Clauson, Luke Janke

Americanism and Instruction: Pat McCarville, Sue McKie, Elizabeth Mayer

Finance and Audit: Pat McCarville, Elizabeth Mayer, Kelly Hinrichs

Negotiations: Kelly Hinrichs, Luke Janke, Jeff Clauson

M.A.B.E. Representative: Sue McKie

7.3. Approve Douglas County Post Gazette as the Official Newspaper for Publication

Superintendent Polonic recommended re-affirming the Douglas County Post Gazette as the official newspaper for publication.

Motion to use the Douglas County Post Gazette as the official newspaper for publication Passed with a motion by Sue McKie and a second by Kelly Hinrichs.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.4. Approve First Nebraska and Mutual of Omaha as the Bank Depository

Superintendent Polonic recommended the use of First Nebraska Bank and Mutual of Omaha as the main depository banks for DC West.

Motion to use First Nebraska Bank and Mutual of Omaha Bank as our main depository banks Passed with a motion by Kelly Hinrichs and a second by Pat McCarville.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.5. Recognition of Melissa Polonic as the District Representative for State and Federal Programs

As a part of the Superintendent responsibilities, Dr. Polonic acts as the official representative of the district when completing reports, applications, and other documents for Federal Programs, the Nebraska Department of Education, and Interlocal Agreements. As a result, the Board will document identification of the Superintendent as the district's representative.

Motion to recognize Melissa Polonic as the district's appointed representative for State and Federal Programs Passed with a motion by Kelly Hinrichs and a second by Sue McKie.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.6. Interlocal Agreement with Black Hills Energy with Nebraska Joint Utilities Management Program (NJUMP)

NJUMP is an interlocal pool created for public agencies to purchase natural gas and related services. This joint energy purchasing consortium is sponsored by the Nebraska Association of School Boards (NASB). The district has saved by participating in the NJUMP program with Black Hills Energy. Dr. Polonic recommended continue participation in the interlocal agreement.

Motion to approve DC West's continued participation in NJUMP Passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.7. Interlocal Agreement with Southeast Nebraska PowerSchool Cooperative

DC West participates in a cooperative with other districts around the state for PowerSchool. PowerSchool is the student information system used for student records, student lunch, grades,

attendance, etc. As a part of the cooperative, DC West has "buying power", access to professional development for staff and real time support by local personnel of the cooperative. Dr. Poloncic recommended the Board approve continuation of the interlocal agreement.

Motion to approve DC West's continued participation in the Southeast Nebraska PowerSchool Cooperative Passed with a motion by Kelly Hinrichs and a second by Luke Janke.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.8. Approval of Extra Duty Schedule and Negotiated Agreement Language Changes for 2018-19

The proposed extra duty schedule for activities and organizations as well as proposed language in Article V- Salaries, Extra Duty was provided to the Board for their review. The negotiations committee of the Board and DCWEA representatives brought this to the Board for their approval.

The Board and Administrators discussed expectations for those assigned extra duties.

Motion to approve the extra duty schedule and proposed language for extra duty in Article V- Salaries of the Negotiated agreement as presented Passed with a motion by Pat McCarville and a second by Kelly Hinrichs.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.9. Approve ESCO (Energy Service) Guaranteed Maximum Price for Summer 2018 Projects

Trane, DC West's selected ESCO partner, and the buildings and grounds committee have been developing a preliminary budget and scope of projects to be included in the Summer of 2018 Work Schedule. Renovations of science and life skills classrooms as well as other deferred maintenance projects were included in the recommended project. The Board was presented the committee's recommendation and plans to approve the Guaranteed Maximum Price for the Summer of 2018 Projects. After approval, the projects will go out for bid.

Trane representatives, Brent Jackson and Dave Raymond, reviewed projects with the Board

The Board also received the facility planning budget which was used for the financial planning and payment of these projects over FY18 and FY19.

Motion to authorize the superintendent to contract with Trane in an ESCO contract not to exceed \$3,450,000 for the facility improvement measures #1-#5 as presented and discussed. Projects #6 and #7 are alternates not to exceed \$550,000 Passed with a motion by Sue McKie and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

7.10. Approve Certificated Staff Resignation

Trisha Aguilera, 6th grade teacher, has resigned her position effective the end of the 2017-18 school year due to her husband's professional relocation.

Motion to approve the resignation of Trisha Aguilera, 6th grade teacher, effective at the end of the 2017-18 school year Passed with a motion by Pat McCarville and a second by Luke Janke.
Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

8. Executive Session

The Board may enter into closed session at any time to discuss any matter for which a closed session is lawful and appropriate.

The Superintendent Annual Evaluation discussion will be conducted in closed session.

Before the Board can enter closed session, a motion must be made in agreement with Statute 84-1410 by the Board to discuss topics such as personnel, negotiations, and legal matters.

Motion to enter in Executive Session 7:39 pm Passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

8.1. Reconvene to Regular Session and Adjournment

Motion to reconvene to regular session and adjourn at 9:08 pm Passed with a motion by Jeff Clauson and a second by Kelly Hinrichs.

Jeff Clauson: Yea, Kelly Hinrichs: Yea, Luke Janke: Yea, Pat McCarville: Yea, Sue McKie: Yea
Yea: 5, Nay: 0

Sabina Safford, Board Secretary

Dr. Melissa Poloncic, Superintendent