

**DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES OF THE REGULAR MEETING  
Monday, June 13, 2016 at 7:15 PM**

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 June 13, 2016, at the Douglas County West Community School Central Office Board Room, 401 South Pine St., Valley, Nebraska.

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, Waterloo Post Office, 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.

**I. Call to Order**

President Jeff Clauson called the regular meeting to order at 7:01 p.m. Mr. Clauson noted that the Open Meetings Act was posted on the back wall of the Board Room for public review.

Present Board Members:

Jeff Clauson  
Kelly Hinrichs  
Luke Janke  
Pat McCarville  
Sue McKie

**II. Public Communications and Correspondence**

Comments from the audience will be accepted at this time. Correspondence addressed to the Board will be presented.

Dr. Poloncic reported that she had received two applications for the board vacancy.

**III. Approval of Agenda**

**Motion Passed:** Motion to approve agenda as presented passed with a motion by Pat McCarville and a second by Luke Janke.

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

**IV. Administrative Reports**

The Board discussed the 2016-17 student handbooks.

**IV.A. Superintendent's Report**

**IV.B. Financial Report**

**V. Consent Agenda**

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

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

**V.A. Approve Minutes**

**V.B. Approve Claims for Payment**

**V.C. Approve Financial Report**

**V.D. Approve Classified Staff**

**VI. Old Business**

**VI.A. Building and Grounds Update**

Dr. Poloncic and the administrators have been meeting weekly to review the construction progress. Demolition at the Waterloo campus is scheduled to take place this week.

**VII. New Business**

**VII.A. Summer Professional Development**

A summary of the professional development occurring for DC West staff this summer was provided to the Board.

**VII.B. Review and Approve Bids for 80 Ton CU and Coil Replacement**

Two bids were received to replace the 80 Ton Condensing Unit and Coil Replacement. Cannelli Engineering Co. created the Notice and Advertisement to bidders on behalf of DC West Community Schools

Controlled Comfort	\$ 96,049 with 4 week quick ship
Sol Lewis	\$123,000 with 4 week quick ship

The project will take approximately 3 weeks to finish after the arrival of the unit.

The Buildings and Grounds committee recommends Controlled Comfort who was the low Bidder at the cost of \$96,049 with 4 week ship.

**Motion Passed:** Motion to approve replacement of the 80 ton condensing unit and coils per the plans and specifications from Controlled Comfort for \$96,049 passed with a motion by Kelly Hinrichs and a second by Sue McKie.

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

**VII.C. 2016-17 Student Handbook Approval**

Copies of the elementary, middle school and high school student handbooks were provided to the Board for their approval for the 2016-17 school year. The Board asked middle school principal, Jeremy Travis, to include the recap of his policy on the use of cell phones by students from his June board report in the middle school handbook.

**Motion Passed:** Motion to approve student handbooks for the 2016-17 school year with amendments to the middle school handbook as discussed passed with a motion by Jeff Clauson and a second by Sue McKie.

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

**VII.D. Approval of surplus furniture and equipment**

There currently are furniture and equipment that are damaged, worn, or have missing parts that need to be sold or recycled. In order to accommodate needed storage space and to dispose of the unneeded furniture or equipment, per Board policy, the Board must declare the items surplus and grant the Superintendent authority to sell or dispose of the property.

**Motion Passed:** Motion to approve furniture and equipment that are damaged, worn, or have missing parts to be sold or recycled at the discretion of the Superintendent passed with a motion by Sue McKie and a second by Jeff Clauson.

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

**VIII. Adjournment**

**Motion Passed:** Motion to adjourn meeting at 7:18 pm passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

**5 Yeas - 0 Nays.**

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes

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Sabina Safford, Board Secretary

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Dr. Melissa Poloncic, Superintendent