

**DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES OF THE REGULAR MEETING
Monday, June 15, 2015 at 7:00 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 15, 2015, 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 7:04 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
John Walvoord

Others Present:

Melissa Poloncic,
Jim Knott, Troy Glock, Dan Maline,
Duane Krusemark, Scott Perrigo, Emily
Heinzen, Curt and Jason Bromm, Sabina
Wiekhorst

The agenda, listing items for consideration by the Board, is on file in the Superintendent's office. Other matters may come before the Board and the Board has the right to modify the agenda before the meeting.

II. Public Communications and Correspondence

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

III. Approval of Agenda

Motion Passed: Motion to approve agenda as presented passed with a motion by Sue McKie and a second by Jeff Clauson.

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

IV. Administrative Reports

Elementary Board Report: Elementary principal, Duane Krusemark, hired two staff members to fill new positions created by the Buffett Institute grant. Sue Guerrero and Barbara Young will start July 13th and will work out of the preschool wing of the Waterloo campus.

Middle School Board Report: The middle school will add Industrial Tech to their curriculum for the upcoming year.

High School Board Report: There will be a few changes to the high school schedule for the upcoming year. Dismissal time for Monday - Thursday will change from 3:21 to 3:25 and Academic Support on Fridays will change from 1:35-2:15 to 1:52-2:17. There will also be a change from traditional study hall to guided Keystone study hall. These changes were proposed to increase student classroom time and student productivity.

IV.A. Superintendent's Report

Superintendent Poloncic will begin work on developing job descriptions for all positions in the district. There are also a few policy updates that need to be made including looking at the possibility of a new policy addressing fundraising for school activities.

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 John Walvoord.

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

V.A. Approve Minutes

V.B. Approve Claims for Payment

V.C. Approve Financial Report

V.D. Approve Classified Staff

Kelly Ellis was hired as the Food Service Director.
Buffet Early Childhood Institute Grant Positions:

Birth to age 3: Barbara Young
Preschool to grade 4: Sue Guerrero

VI. Old Business

VI.A. Building and Grounds Update

The cleaning crew is almost finished cleaning at the Valley campus and ready to move to the Waterloo campus. Superintendent Poloncic commended Scott Perrigo for his crew's hard work.

VI.B. Strategic Planning Update

On May 28th, a team met to create the specific results that align with DC West's new strategies in the strategic plan. Superintendent Poloncic reviewed these with the Board and referenced the action plans that were also written and are in draft form.

VI.C. Technology Professional Learning 2015-16

Superintendent Poloncic shared the recommended plan for professional learning in technology including leadership in personnel, resources, content, and logistics.

VII. New Business

VII.A. Robotics Presentation

Dan Maline, 7th/8th grade math teacher, presented an overview of his Robotics program for the Board. Maline proposed relocating his Robotics team from Mount Michael to DC West and has the support of the administration. Maline hopes to collaborate with local businesses to help fund this program.

VII.B. 2015 Legislative Session Review with District Lobbyists

Curt and Jason Bromm, DC West Lobbyists, met with the Board to review the 2015 Legislative Session. Superintendent Poloncic publicly thanked them for all their hard work.

VII.C. Approval of Certified Staff

The administration recommends the following candidates for hire:

High School Business, Jamie Gilfry
High School Language Arts, Gayle Smith

Motion Passed: Motion to approve Jamie Gilfry, High School Business and Gayle Smith, High School Language Arts teachers beginning the 2015-16 School year passed with a motion by Pat McCarville and a second by Luke Janke.

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

VII.D. 2015-16 Student Handbook Approval

The 2015-16 student handbooks were presented for approval.

Motion Passed: Motion to approve student handbooks for the 2015-16 school year passed with a motion by Luke Janke and a second by Kelly Hinrichs.

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

VII.E. Social Studies Curriculum Selection Approval

A yearlong selection process led by elementary principal Duane Krusemark, along with a committee of teachers and principals, has resulted in a recommendation for the selection of new social studies curriculum resources to be purchased and implemented in the 2015-16 school year.

Motion Passed: Motion to approve the social studies curriculum materials purchase as presented passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

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

VII.F. 5th and 6th Grade Curriculum Materials Purchase

Due to growing student numbers in 5th and 6th grade, additional curriculum materials need to be purchased. The curriculum materials are the same as what is currently provided.

Motion Passed: Motion to approve additional 5th and 6th grade texts from McGraw Hill Co in the amount of \$7115.43 passed with a motion by Sue McKie and a second by Jeff Clauson.

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

VII.G. Approval of iPad Carts and Wireless Access Points

The following claims were brought to the Board for approval:
Dice Communications, Inc: \$12,612.65 for wireless access points, licenses, and labor
CDW Government, Inc: \$8925.00 for iPad carts

The Board approved at their May meeting the repurposing of existing high school and staff iPads to middle school and elementary students. It was recommended to put the repurposed iPads on carts with a wireless hub so the connectivity transports with the cart and teachers have the opportunity to use them with their students one to one in the classroom. These carts and wireless hubs will be able to be used for several years, even beyond the life of the iPads themselves.

Motion Passed: Motion to approve the claims from Dice Communications, Inc. in the amount of \$12,612.65 and CDW Government, Inc. in the amount of \$8925.00 for wireless access points, licenses, labor and iPad carts passed with a motion by John Walvoord and a second by Kelly Hinrichs.

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

VII.H. Approval of Repair to Gym Floor Finishes

The buildings and grounds committee has reviewed and recommends a proposal for gym floor resurfacing in the main competition gym and middle school gym to be completed this summer. Bids from Egan Supply Company in the amounts of \$8,977.50 and \$3,719.00 include resurfacing and repainting the floor with all materials, equipment, and labor included.

Motion Passed: Motion to approve gym floor resurfacing from Egan Supply Company in the amounts of \$8,977.50 and \$3,719.00 passed with a motion by Pat McCarville and a second by Jeff Clauson.

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

VII.I. Approval Custodial Cleaning Bid

DC West's current bid from cleaning contractor BCS Cleaning is expiring. In May bids were opened for cleaning contractors. DC West received two bids and amounts were reviewed with the Buildings and Grounds committee. A recommendation from the committee, Scott Perrigo, Director of Buildings and Grounds, along with the Superintendent was brought to the Board for approval. The committee recommended approving the bid for services from FBG Service Corp in the amount of \$235.00 per day on the Valley Campus and \$145.00 per day on the Waterloo Campus.

Motion Passed: Motion to approve the bid for custodial services from FBG Service Corp in the amount of \$235.00 per day on the Valley Campus and \$145.00 per day on the Waterloo Campus passed with a motion by Sue McKie and a second by Jeff Clauson.

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

VII.J. Approval of Cafeteria Table Orders

In progression with the replacement of cafeteria tables in the high school and middle schools, an order for tables from Virco, Inc. in the amounts of \$7,788.56 and \$4,789.34 were presented for approval.

Motion Passed: Motion to approve the order of cafeteria tables from Virco, Inc. in the amounts of \$7,788.56 and \$4,789.34 passed with a motion by Sue McKie and a second by John Walvoord.

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

VII.K. Approval of Furniture Surplus

DC West has several furniture pieces that are damaged, worn, or missing parts that need to be sold or recycled. These items have been in storage for several years. In order to accommodate needed storage space and to dispose of the unneeded furniture, 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 the damaged and worn furniture in storage as surplus and grant the authority to Superintendent Poloncic to sell or dispose of the property passed with a motion by Jeff Clauson and a second by Sue McKie.

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

VII.L. Approve Breakfast and Lunch Prices for the 2015-16 School Year

According to the guidance provided by the Nebraska Department of Education calculation for setting school lunch prices, the following recommendation is made for the 2015-16 school year:

	<u>2014-15 Prices</u>	<u>Recommended 2015-16 Prices</u>
LUNCH		
Elem/PreK	\$2.35	\$2.40
MS/HS	\$2.60	\$2.65
Adult/Visitor	\$3.25	\$3.40
BREAKFAST		
Elem/PreK	\$1.25	\$1.40
MS/HS	\$1.25	\$1.40
Adult/Visitor	\$1.85	\$2.10
MILK	\$0.40	\$0.40

Motion Passed: Motion to approve lunch prices of \$2.40 for elementary/PK, \$2.65 for middle and high school and \$3.40 for an adult/visitor; breakfast prices of \$1.40 for elementary/PK/middle/high schools and \$2.10 for adult/visitor; and milk price of \$.40 for the 2015-16 school year passed with a motion by John Walvoord and a second by Kelly Hinrichs.

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

VIII. Adjournment

Motion Passed: Motion to adjourn meeting at 8:37 pm passed with a motion by Jeff Clauson and a second by John Walvoord.

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

Board Secretary

Superintendent