

**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  
February 10, 2014**

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 February 10, 2014, 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 Pat McCarville called the regular meeting to order at 7:05 p.m. Dr. McCarville 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:

Kevin Schluckebier, Kelly  
Sears (TeamMates), Emily Heinzen,  
Danielle Cassell, Stefanie Stanek,  
Dave Lanoha, Jim Siebken, Jeremy  
Travis, Duane Krusemark, Jim Knott,  
Troy Glock, Dan Schnoes, Sabina  
Wiekhorst

**II. Public Communications and Correspondence**

Dr. Schnoes shared an invitation from the Twin Rivers YMCA and flyers for two school board workshops.

**III. Approval of Agenda**

**Motion Passed:** Motion to approve agenda as presented 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

**IV. Administrative Reports**

**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 Luke Janke.

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**

Morgan Schnoes has been offered a position as a part time sped para.

## **VI. Old Business**

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

Sue McKie has been working with Aksarben Roofing on repairs to the roof on the Waterloo school. The two options are to make repairs to the damaged roof or remove the remaining pitch and replace the roof. There is a \$500 insurance deductible and Mrs. McKie will work with the insurance company to see which option they will approve. McKie is also working with Elkhorn West Construction on the repair of the ceiling in the high school hallway outside the south gym. There is a separate \$500 insurance deductible for this damage. The recommendation from the board is to leave out the drop ceiling and add more insulation during the repair process. Work with the Fire Marshal on the Middle School construction projects from this past summer is almost complete.

### **VI.B. Facilities Study update**

It was decided to schedule a Steering Committee meeting for Wednesday, February 19<sup>th</sup>, to make some final decisions about proceeding with the bond issue. The deadline is March 3, 2014, for getting the bond issue on the ballot. There will then be a Special Board meeting on February 24<sup>th</sup>, if the Steering Committee recommends to the board to move forward with the bond issue.

### **VI.C. Legislative Update**

Dr. Dan Schnoes and Board President, Dr. Pat McCarville, will testify at the Education Committee hearing in Lincoln on Tuesday, February 11<sup>th</sup>.

## **VII. New Business**

### **VII.A TeamMates Chapter**

Kelly Sears addressed the board on TeamMates, a school-based mentoring program for students in grades 3 - 12.

### **VII.B. Approve Breath Testing Program for Prom and Homecoming**

The High School Administrative Team has continued to research this program. They have made contact with the Valley Police Department and have negotiated the logistics to make the program successful. Procedures will be written and provided to all students who will be attending Prom and Homecoming. Parents will also be notified of the new procedures before the program is put into effect. After each activity in which this breath testing program is in effect, an evaluation regarding effectiveness will occur.

**Motion Passed:** Motion to approve a breath testing program for Prom and Homecoming passed with a motion by Kelly Hinrichs 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.C. Discuss, consider, and take all necessary action to make emergency repairs to the Waterloo building and Valley building due to wind storm damage and approve the agreements with contractors for such repairs.**

Sue McKie has been working with contractors to get thorough estimates and designs on the projects. It is recommended that the board approves the two contractor agreements as provided, so that work can begin as soon as possible. DC West will be responsible for a \$500 deductible cost for each claim.

**Motion Passed:** Motion to approve the agreements with the contractors, Aksarben Roofing for the Middle School roof and Elkhorn West Construction for the High School hallway, to make the necessary emergency repairs to the Waterloo Building and the Valley Building passed with a motion by Pat McCarville 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.D. Approve letter of support for future lake community project**

Dave Lanoha, developer of the proposed lake community, addressed the board. As discussed last month, the developers for the potential new lake development west of the downtown area of Valley have requested a letter of support for the project. All of the other entities that are affected by the housing development have provided letters of support. The next Public Hearing on the project is on Tuesday, February 18, 2014 at 6:30 pm.

**Motion Passed:** Motion to approve the sending of a letter of support for the new lake (Lake 11) development 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.E. Approve 2014-15 and 2015-16 School Calendars**

The Calendar Committee recommended a few minor changes, so the calendars have been revised. The length of winter break was increased in 2014-15 by adding one day to the beginning of the school year and one at the end of the school year. The length of the winter break for 2015-16 was also extended one day by adding one day at the end of the school year.

**Motion Passed:** Motion to approve the 2014-15 and 2015-16 School Calendars passed with a motion by Luke Janke 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.F. Provide Superintendent discretion to select new district Web Page Company**

The Technology Committee and Admin Team met with a representative from a local web page provider company. In order to save money, a request was submitted for eRate funding. DC West will now have to accept bids from other web page providers for 28 days. At that time, the technology committee will evaluate all bids and make a recommendation. The deadline to send the application in for eRate funding is also before the next board meeting. Because of the time frame, Dr. Schnoes requests permission to enter into a contract with the web page provider as recommended by the technology committee.

**Motion Passed:** Motion to provide Dr. Schnoes with discretion to enter a contract with a web page provider to host our district web page 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.G. Approve membership with NASB - Nebraska Association of School Boards**

The NASB has sent an invoice to the district for continued participation. There is a slight increase in membership dues this year again. The district will save 2% if we make payment by April 1, 2014.

**Motion Passed:** Motion to approve the payment for NASB dues in the amount of \$5045.00 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.H. Approve an Early Retirement (ERIP) application from a Certified Employee**

Mrs. Denise Fischer has requested Early Retirement through the district's Early Retirement Incentive Program (ERIP). She has met the qualifications and timeline necessary to apply.

**Motion Passed:** Motion to approve the Early Retirement Application for Mrs. Denise Fischer passed with a motion by Pat McCarville 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.I. Accept the resignation of Staff Members**

There are several resignations to accept: Keith Mann (High School Math), Rose Roberts (Preschool), Carol Ivers (High School French/English). All resignations are pending board approval. We have begun advertising in the Omaha World

Herald. Jeremy Travis has also turned in his resignation for Head Basketball Coach. Board approval is not needed for the coaching position. Dr. McCarville recognized Mr. Travis for his years of coaching and dedication and for always going above and beyond his duties.

**Motion Passed:** Motion to approve and accept the resignations of Keith Mann, Rose Roberts, and Carol Ivers with special commendation to Rose Roberts and Carol Ivers for the years of service provided to Waterloo, Valley and DC West 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.J. Approve Administrative Contracts and salary increase**

Consider the contracts and salaries for Mr. Knott, Mr. Krusemark, Mr. Travis, Mr. Glock, and Dr. Radford for the 2014-15 school year with an approximate overall increase of 2.99%.

**Motion Passed:** Motion to approve the contracts and recommended salary increases for the administrative team for 2014-15 as provided 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.K. Executive Session to Discuss Superintendent's Contract**

**Motion Passed:** Motion to enter in Executive Session for the discussion of the Superintendent's contract, clearly necessary for the protection of the superintendent and the public interest at 9:18 pm 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.K.1. Reconvene to Regular Session**

**Motion Passed:** Motion to reconvene to regular session at 10:36 pm 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. Letter of Resignation and Release of Contract for the Superintendent**

Dr. Schnoes is asking for a release from his contract with the Board and the acceptance of his resignation effective at the end of June, 2014. "It has been my pleasure working with Administrative team, School Board, Community Members, Staff, and Students at DC West."

**Motion Passed:** Motion to accept Dr. Schnoes's resignation and release him from his contract at the end of June, 2014, with regrets 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

#### **VII.M. Course of Action to replace Dr. Schnoes**

As a result of Dr. Schnoes' resignation, the Board of Education needs to take action in a timely manner to find a replacement. The Board may elect to begin advertising for a full time or interim superintendent.

**Motion Passed:** Motion to contract with FGR Group to assist with a superintendent search for the 2014-15 school year 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

#### **VIII. Adjournment**

**Motion Passed:** Motion to adjourn meeting at 10:38 pm 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

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Secretary