

**DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES OF THE REGULAR MEETING  
Monday, March 14, 2016 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 March 14, 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 7:00 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  
Sue McKie

Also present:

Melissa Poloncic, Duane Krusemark,  
Jeremy Travis, Troy Glock, Jim Knott,  
Samanthat Parolek, Jake Subbert,  
Sabina Safford

Absent Board Members:

Pat McCarville  
John Walvoord

**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 Luke Janke and a second by Sue McKie.

**4 Yeas - 0 Nays.**

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

**IV. Administrative Reports**

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

A discussion was held on the NSAA (Nebraska Schools Activities Association) transgender policy issue. The Board would like time for additional research before deciding which side to support.

**IV.B. Financial Report**

**V. Consent Agenda**

**Motion Passed:** Motion to approve Consent Agenda passed with a motion by Luke Janke and a second by Kelly Hinrichs.

**4 Yeas - 0 Nays.**

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

**V.A. Approve Minutes**

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

**V.C. Approve Financial Report**

**V.D. Approve Classified Staff**

Lisa Hert and Tracy Patocka were hired for two food service positions that were open.

**VI. Old Business**

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

The most recent list of facility improvements planned for the spring and summer of 2016 was provided to the Board.

**VI.B. Legislative Update**

Superintendent Poloncic reported that LB 1067 has advanced to the floor.

**VI.C. Learning Community Capacity for Open Enrollment**

After the capacity discussion from last Board meeting and consideration of the Estimated Enrollment report that was submitted to the Learning Community, the Board received capacity guidelines that will be used in determining open/option enrollment requests for the 2016-17 school year.

**VII. New Business**

**VII.A. Tech Ten**

Samantha Parolek, 4th grade teacher, shared some student-created PowerPoints.

**VII.B. Approval of Staff Resignations**

Resignations from Kelly Everson, K-12 Music teacher and Danielle Cassell, Kindergarten teacher were submitted for approval. Their resignations would take effect at the end of the 2015-16 school year.

**Motion Passed:** Motion to approve the resignations of Kelly Everson and Danielle Cassell with regret passed with a motion by Jeff Clauson and a second by Sue McKie.

**4 Yeas - 0 Nays.**

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

**VII.C. Approval of 2016-17 New Staff Teaching Contract**

The administration recommended hiring Jacob Subbert for the second grade elementary teaching position that is open due to the resignation of Danielle Cassell. This position would begin in the 2016-17 school year. Currently, there are three sections of 2nd grade and next year the elementary will need 4 sections.

**Motion Passed:** Motion to approve Jacob Subbert as a new second grade elementary teacher beginning the 2016-17 school year passed with a motion by Kelly Hinrichs and a second by Luke Janke.

**4 Yeas - 0 Nays.**

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

**VII.D. Recommended Staff Additions for 2016-17**

After reviewing district enrollment, schedules, current teachers' class loads as well as class sizes, the high school administration and Superintendent Polonic recommended the addition of the following to current staffing:

- \* Increase of .65 FTE Physical education (to be added to current .35 FTE that is shared with middle school).
- \* Add .25 to .5 FTE of High School Math and Science.
- \* Increase .35 FTE Elementary Music (to the already contracted .15 FTE, creating a .5FTE elementary music position).

In total, this is an addition of 1.25 - 1.5 FTE to the current certificated staff at DC West.

**Motion Passed:** Motion to approve .65 FTE physical education, .5 FTE high school math and science, .35 FTE elementary music passed with a motion by Sue McKie and a second by Kelly Hinrichs.

**4 Yeas - 0 Nays.**

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

**VII.E. Approval of Administrative Salaries for the 2016-17 School Year**

The Board was asked to approve the contracts and salaries for Melissa Polonic, Jim Knott, Duane Krusemark, Troy Glock, Jeremy Travis, and Allison Nields for the 2016-17 School Year with an average overall increase of 4.78%.

**Motion Passed:** Motion to approve the contracts and recommended salary increases for the administration for the 2016-17 school year passed with a motion by Jeff Clauson and a second by Kelly Hinrichs.

**4 Yeas - 0 Nays.**

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

**VII.F. Approve the Calendar for the 2016-17 School Year**

The administration, staff, and parents worked together by committee to create a 2016-17 calendar to recommend to the Board of Education for their approval.

**Motion Passed:** Motion to approve the 2016-17 School Year Calendar passed with a motion by Luke Janke and a second by Sue McKie.

**4 Yeas - 0 Nays.**

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

**VIII. Adjournment**

**Motion Passed:** Motion to adjourn meeting at 7:42 pm passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

**4 Yeas - 0 Nays.**

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

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Sabina Safford, Board Secretary

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Melissa Poloncic, Superintendent