

**DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES OF THE REGULAR MEETING
Monday, March 16, 2015 at 6:00 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 16, 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 6:02 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

Updated Attendance:

Kelly Hinrichs was updated to present at: 6:20 PM

Others Present:

Melissa Poloncic, Troy Glock, Jim Knott, Duane Krusemark, Dori Kuspa, Kate Carlson, Rex Schultze, Jeremy Travis, Corey Watton, Vince Kirby, representative from Weitz Co., Kevin Schluckebier, 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.

The Board received a thank you note from the Title I elementary staff who represented DC West at the National Title I Conference in Salt Lake City.

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	Absent
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

IV. Administrative Reports

A candidate accepted the offer of the elementary guidance counselor/psychologist position to be brought for Board approval in April.

Mr. Duane Krusemark, elementary principal, shared his Blue Ribbon Application with the Board. The school will be notified of the results in September.

The high school will be offering several new classes next year including two dual credit on-line science classes.

IV.A. Superintendent's Report

Superintendent Poloncic has been researching the possibility of developing a public relations program for DC West. She has also been connecting with members of the community by attending weekly meetings of Center Sphere, a business networking group.

IV.B. Financial Report

Superintendent Poloncic reviewed the claims for approval and financial reports with the Board.

V. Consent Agenda

Motion Passed: Motion to approve Consent Agenda passed with a motion by Pat McCarville and a second by Sue McKie.

Jeff Clauson	Yes
Kelly Hinrichs	Absent
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

VI. Old Business

VI.A. Building and Grounds Update

Superintendent Poloncic and Scott Perrigo, Head of Maintenance, have been working to create an updated list of projects and needs on buildings and grounds. They have identified several of these projects for the Summer of 2015. Scott has

also been gathering bids for summer mowing considerations per our buildings and grounds committee discussion.

VI.B. Strategic Planning

Strategic planning is "the means by which an organization continually recreates itself toward extraordinary purposes." The strategic plan that is written on March 20th will guide the work at DC West for years to come. A plan such as this meets the improvement priority in the AdvancEd exit report. A list of participants in the Strategic Planning Session was provided to the Board. This session is scheduled for Friday, March 20th, from 8:00 am to 5:00 pm.

VI.C. Legislative Update

Superintendent Poloncic has been busy meeting with DC West's lobbyist, senators and superintendents from the Learning Community.

VII. New Business

Board President Jeff Clausen and Superintendent Poloncic requested that items VIII. Executive Session and VIII.A. Reconvene to Regular Session be moved to the first item of New Business.

VIII. 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.

There were personnel matters that need to be handled 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 Passed: Motion to enter in Executive Session at 6:25 pm and invite Rex Schultze, Troy Glock, Jim Knott to be included 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

VIII.A. Reconvene to Regular Session

Motion Passed: Motion to reconvene to regular session at 6:37 pm passed with a motion by Sue McKie and a second by Pat McCarville.

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

VII.A. Tech Ten

This month's focus, led by high school teachers Kate Carlson and Dori Kuspa, was

the Instructional Technology Coaching pilot program that was put in place for the 2014-2015 school year. The what, why and how of this program was explored as well as possibilities for moving forward.

VII.B. Approval of the BCDM Architectural Contract for Schematic Design

Discuss, consider and take all necessary action with regard to the proposed contract for design and construction administration services with Beringer Ciaccio Dennell Mabrey, Inc. (BCDM Architects or BCDM) for the proposed construction of additions and renovations to the existing buildings owned and operated by the School District in located in Valley Nebraska and Waterloo, Nebraska.

Motion Passed: Motion to approve the contract and agreement (Agreement) for design and construction administration services with Beringer Ciaccio Dennell Mabrey, Inc. (BCDM Architects or BCDM) for the proposed construction of additions and renovations to the existing buildings owned and operated by the School District in located in Valley Nebraska and Waterloo, Nebraska (Project), incorporated herein by this reference, subject to the provision of the Agreement that the services to be provided by BCDM prior to the bond issue election to finance the Project shall be limited to the scope of services and fees for the Schematic Design Phase only; and, hereby authorize the President of the Board of Education to execute and deliver such contract to BCDM subject to modification of Exhibit A by school attorney, Rex Schultze, and further authorize the Superintendent of Schools to take all other necessary action to carry the terms thereof into effect 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.C. Approval of Staff resignations

Resignations were submitted for approval by Mrs. Crista Goehring and Mrs. Jolene Lengfelder.

Motion Passed: Motion to approve the resignations of Mrs. Crista Goehring and Mrs. Jolene Lengfelder passed with a motion by John Walvoord 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.D. Learning Community Capacity Report

The Board was given a copy of the Learning Community Capacity report for open enrollment students that was submitted in March.

VII.E. Approval of Administrative Salaries for the 2015-16 School Year

The Board was asked to consider the contracts and salaries for Mr. Knott, Mr. Krusemark, Mr. Travis, Mr. Glock, and Ms. Nields for the 2015-16 school year with an approximate overall increase of 4.2%.

Motion Passed: Motion to approve the contracts and recommended salary increases for the administrative team for the 2015-16 school year as provided 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.F. 2015 Civil Rights Review at DC West High School Exit Report

The Exit Report for the Office of Civil Rights Site Visit conducted on January 21, 2015 was shared with the Board. Superintendent Poloncic will file the Voluntary Compliance Plan with them by April 25, 2015.

VII.G. Approve Calendar for the 2015-16 School Year

A meeting of the calendar committee included two DCWEA reps, one Board member, and one parent convened on March 9th, 2015. A discussion was held regarding snow days. This committee determined that they would make a recommendation to the Board to approve the following changes to the previously approved calendar:

Snow days will be "built in" to the calendar. These will not be "built in" in March, but rather May.

The Board will determine in April of 2016 the amount of days used for snow and when the last day of school should be.

Motion Passed: Motion to approve the revised 2015-16 School Year calendar 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.H. Elementary Teacher Staff Addition 1.0 FTE

Kindergarten Round-Up was completed on February 26th. Sixty-four kindergarten students are registered to attend DC West in 2015-16.

A recommendation is being made to the Board to add an elementary position as this year's kindergarten class has 67 students and we are currently staffed for three classrooms instead of four in first grade.

The recommendation is to hire an additional elementary teacher assigned to first grade starting the 2015-16 school year in order to keep class sizes at 17 rather than 22+.

Motion Passed: Motion to approve the addition of a 1.0 FTE Elementary Teaching position to begin the 2015-16 school year 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.I. High School Handbook Attendance Policy Draft

Mr. Jim Knott, high school principal, and Mr. Troy Glock, high school assistant principal/athletic director, addressed the board regarding a proposed change in attendance policy. The board was provided a draft of the high school handbook attendance policy changes that are recommended by administration.

Board members engaged in discussion with Mr. Knott and Mr. Glock about the proposed policy and asked them to come back with some options including some type of academic qualifier.

VII.J. Recognition of the Construction Management at Risk Selection Committee

The Board was asked to officially recognize the CM@ Risk selection committee.

- Kevin Schluckebier, BCDM Architect
- Melissa Poloncic, Superintendent
- Sue McKie, Board Member
- Kelly Hinrichs, Board Member
- John Walvoord, Board Member
- Corey Watton, Community Member
- Vince Kirby, Community Member

Motion Passed: Motion to recognize Kevin Schluckebier, BCDM Architect, Melissa Poloncic, Superintendent, Sue McKie, Board Member, Kelly Hinrichs, Board Member, John Walvoord, Board Member, Corey Watton, Community Member, Vince Kirby, Community Member as the Construction Management at Risk Selection Committee passed with a motion by Pat McCarville and a second by Jeff Clauson.

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

IX. Adjournment

Motion Passed: Motion to adjourn meeting at 7:39 pm passed with a motion by John Walvoord and a second by Jeff Clauson.

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

Secretary

Superintendent