

Board of Education Work Session

November 28, 2022 7:00 PM

Central Office, Board Room
14801 S 108th St
Springfield, NE 68059

Agenda

- I. Meeting Roll Call
- II. Notice of Open Meetings Act - Posted
- III. Consent Agenda
 - III.A. Recommendation for Bill Payment
- IV. Public Comment
- V. Items for Discussion (Discussion Only)
 - V.A. Coordinator of Special Events Contracted Services
 - V.B. Tennis Coach Addendum Discussion
- VI. Action Items
 - VI.A. Discuss, consider and take all necessary action with regard to approving the guaranteed maximum price amendment to the construction manager at risk agreement for Project A for the proposed multiple school facilities renovation project.
- VII. Future Planning
- VIII. Adjourn

Board Report - Bills for Approval

Vendor Name	Invoice Description	Amount
GENERAL FUND		
BOK FINANCIAL	BOND FEES	200.00
BROMM & ASSOCIATES, LLC	FEES	400.00
		<hr/>
		600.00
QCPUF		
BOK FINANCIAL	BOND FEES	339,271.25
		<hr/>
		339,271.25



Springfield Platteview Education Foundation is entering into an agreement with Jodi Kohl as Development Director of Springfield Platteview Education Foundation (Special Events and Fundraising Activities) to include the following services for the Foundation:

- Meet with Foundation Board during regularly scheduled meetings to discuss special events as well as Alumni & Friends planning. Report to be included in meeting packets.
- Organize the Foundation Board through use of Board Bylaws & strengthen the policies and procedures of the Board.
- Fundraise dollars for Foundation and Alumni & Friends to purposes approved by the Foundation Board.
- Organize and create special events as needed by the Foundation Board and Alumni & Friends.
- Specific events include but not limited to:
 - Annual Foundation Auction Fundraiser
 - Annual Foundation Golf Tournament
 - Annual Employee Banquet
 - Coordination of Alumni & Friends as well as annual Capital Campaign.
- Promote and support the Kids Care Program on behalf of the Foundation
- Other public relations activities as needed by the Foundation Board.

Jodi will report to District Superintendent, Dr. Ryan Saunders and Foundation President, Gene Lienemann on a monthly basis.

This agreement is valid January 1, 2023 to December 31, 2023.

This agreement will be revisited for continuation of services before December 1st, 2023 by Foundation Board.

Payment terms: The Foundation will be billed for 12 months at a rate of \$2,250 on the 1st day of each month for an annual total of \$27,000. Payment for services will be mailed out the day after the Regular Board of Education meeting, which is the 2nd Monday of each Month.

All expenses related to travel, cell phone use, etc are included in the costs of the agreement. Use of an SPCS district laptop, iPad, copiers and other equipment/materials related to district events are available through the district in kind.

Signatures below indicate acceptance of agreement by all parties.

Gene Lienemann, Foundation Board President Jodi Kohl

Date

Date



Agreement For Services

Springfield Platteview Community Schools is entering into an agreement with Jodi Kohl as a Coordinator of Special Events to include the following services for the district:

- Meet with the Director of Public and Community Relations/Superintendent at least once monthly to coordinate special events and fundraising as needed by the Board of Education and the Superintendent.
- Coordinate Special Events including but not limited to Back to School Event and Employee Banquet Event
- Other activities as needed by the Superintendent, Board of Education, and Director of Community and Public Relations.

This agreement is valid from January 1, 2023 to December 31, 2023. This agreement will be revisited for continuation of services before December 1st, 2023 by the SPCS School Board or designee.

Payment Terms: The District will be billed for 12 months at a rate of \$1,500.00 on the 1st day of each month for an annual total of \$18,000.00. Payment for services will be mailed out the day after the Regular Board of Education meeting, which is the 2nd Monday of each Month.

All expenses related to travel, cell phone use, etc are included in the costs of the agreement. Use of an SPCS district laptop, iPad, copiers and other equipment/materials related to district events are available through the district in kind.

Signatures below indicate acceptance of agreement by all parties.

Dr. Ryan Saunders, Superintendent

Jodi Kohl

Date

Date

**SIDE LETTER AGREEMENT
AND AMENDMENT OF NEGOTIATED AGREEMENT**

The Board of Education (Board) and Education Association (Association) have entered into a negotiated agreement covering the terms and conditions of employment of bargaining unit members for the 2022-2023 contract year. The parties agree to modify that negotiated agreement as follows.

Girls Tennis Coach. The Board has established the position of Girls Tennis Coach. The parties have negotiated over the compensation for these positions and have agreed that the compensation for Girls Tennis Coach position will be 12% of the base salary. The parties intend for this amendment to modify the existing 2022-2023 & 2024-2025 negotiated agreement and to be included in all future agreements of the parties unless otherwise modified by the parties.

President,
Board of Education

Education Association,
Authorized Representative

Date: _____

Date: _____

SPRINGFIELD PLATTEVIEW
COMMUNITY SCHOOLS
JOB DESCRIPTION

Job Title: **Head Coach - High School** Pay Rate: Determined by negotiated agreement
 Job Family: **Athletic Coaching**
 Prepared/Revised Date: **May 16, 2019**

SUMMARY: Serve as Head Coach of a high school athletic team and support the development of the athletic program by teaching fundamentals and advanced skills of the sport while following Nebraska School Activities Association (NSAA) and Springfield Platteview Community Schools guidelines; responsible for all aspects of the program including specific techniques, patterns, offenses, defenses and philosophy of the sport. Coordinate assistant coaches and volunteers, practices and other administrative duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Frequency of duties, percent of time and work year may vary based on department or building assignment.*

Description of Job Tasks
1. Supervise, organize and lead practice sessions to best develop sport skills and sportsmanship with student athletes in the sport. Supervise student athletes prior to, during, and after all school sanctioned events; ensure student safety at all times and make sure student athletes are equipped for safety. Head coach is responsible for all levels and aspects of the sport (9 th or Reserve, JV, Varsity).
2. Supervise assistant coaches and volunteer coaches.
3. Attend and monitor all practices and games.
4. Communicate to athletes and parents student athlete expectations including practice schedules and games, as well as academic performance, respect, commitment, dedication, and sportsmanship.
5. Conduct administrative responsibilities including inventory and security of equipment and supplies, budget, transportation, assistant coach certifications, tracking eligibility and academic progress of student athletes, etc.
6. Follow all NSAA and Springfield Platteview Community Schools guidelines.
7. Coordinate and communicate with the school Athletic Director regarding budget, transportation, equipment, and practice schedules. Establish practice schedules, locations, times, size of team, equipment maintenance, locker - room supervision, extra practices, camps, etc. Communicate discipline procedures and problems, safety concerns and all student injuries requiring emergency medical services to school Athletic Director.
8. Demonstrate fairness and consistency in all decisions and judgments related to the sport participants.
9. Attend mandatory meetings, required trainings, and other clinics and conferences to keep updated on requirements and trends in the sport.
10. Lead the K-12 development of assigned program. This includes, but is not limited to working with local clubs and organizations in the development of assigned program, building relationships with youth coaches in assigned sport and offering camps and clinics in support of local youth development.
11. Actively support and promote strength and conditioning program. This includes, but is not limited to, being involved in strength and conditioning activities, encouraging athletes to take part in strength and conditioning year round, communicating regularly with strength and conditioning staff, etc.
12. Lead program in a manner that demonstrates a commitment to player safety and welfare.
13. Adhere to district guidelines for building use and field access, including following procedures for reservations, access, and care of district facilities.
14. Attend work and arrive in a timely manner.
15. Perform other duties as assigned.

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma or equivalent
- Previous coaching experience in the sport strongly preferred
- Must have expertise in the fundamental skills, rules, and schemes pertaining to the sport

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire
- Valid Teaching License or Special Services License issued by Nebraska Department of Education
- CPR, First Aid and AED certifications required before coaching assignment begins
- Complete required trainings upon hire and maintain required certifications in each: Concussion, Blood Borne Pathogens, Child Abuse and Reporting, and Sexual Harassment, NFHS Sudden Cardiac, and NFHS Heat Emergencies.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Oral and written communication skills
- English language skills
- Interpersonal relations skills
- Customer service and public relations skills
- Communicate and demonstrate sportsmanship with all athletes, officials, parents and community members
- Bilingual oral and written communication skills preferred
- Ability to maintain confidentiality in all aspects of the job
- Comprehensive knowledge of the sport
- Ability to maintain honesty and integrity in all aspects of the job
- Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence
- Ability to promote and follow Board of Education policies, Superintendent policies, and building and department procedures
- Ability to communicate, interact, and work effectively and cooperatively with people from diverse ethnic and educational backgrounds
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator
- Act as a positive role model and representative of the school and SPCS

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Knowledge of sport equipment to provide proper maintenance and storage
- Knowledge of sport equipment to ensure proper use and safety of student athletes
- Operating knowledge of and experience with personal computers and peripherals.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	# of EMPLOYEES
Direct reports:	Assistant coaches and volunteer coaches	varies

- Responsible for assisting with interviewing, hiring and training of assistant coaches; assisting with planning, assigning and directing work, and assisting with addressing complaints and resolving problems.
- Responsible for supervising the behavior and well-being of students in the program.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand				X
Walk				X
Sit		X		
Use hands to finger, handle or feed		X		
Reach with hands and arms				X
Climb or balance			X	
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X
Taste	X			
Smell	X			

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds			X	
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze			X	
Communicate				X

Copy	X			
Coordinate				X
Instruct				X
Compute		X		
Synthesize		X		
Evaluate			X	
Interpersonal Skills				X
Compile		X		
Negotiate		X		

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts		X		
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions				X
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	
Loud	X
Very Loud	





**Future Planning
November, 2022**

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| 12/12/22 | Policy Committee 6:00pm
Finance Committee 6:30pm
Regular Board Meeting 7:00 pm |
| 12/21/22 | Holiday Break Begins |
| 1/5/23 | Students Back in Session |
| 1/9/23 | Site/Policy Committee 6:00pm
Finance Committee 6:30pm
Regular Board Meeting 7:00pm |
| 1/23/23 | January Work Session 7:00pm |
| 3/27-3/28/23 | District Strategic Planning |