

Regular Board of Education Meeting

Monday, January 16, 2023 6:00 PM

City of Gering Council Chambers, 1025 P Street, Gering, NE
69341



Agenda

{{Name: Agenda Item Name}}

1. GPS Board of Education Information

The meeting agenda will be kept current and available for public inspection in the office of the Secretary of the Board of Education at the Central Office during regular working hours.

District Vision: *Gering Public Schools provides a collaborative community, inspiring excellence and innovation in teaching and learning to empower student growth and leadership in school and life.*

District Mission: *Gering Public Schools exists to equip today's learners with the skills necessary to be tomorrow's leaders.*

The Open Meetings Act requires and the intention of the Board is that agenda items be sufficiently descriptive to give the public reasonable notice of matters to be considered at the meeting. The Board of Education releases its agenda well in advance of most meetings and desires that all interested persons are fully informed. Any interested person who has a question or needs clarification about the sufficiency of a descriptive item should contact the Office of the Superintendent of Schools.

If anyone in attendance is interested in addressing our Board, you are welcome to do so. We simply request that you complete the appropriate form and turn it in to us now, so that you may be recognized during the 'Patron Comment' section of our meeting. These forms are located by the entry doors of the meeting room.

Agenda items are subject to reordering at the discretion of the board president. Board members may request specific agenda item(s) be moved to a different place on the agenda. Please attend the entire meeting to ensure you hear discussion on a particular agenda item.

2. Opening Procedures

2.1. Call to Order by Dr. Nicole Regan, Superintendent

The Board of Education reserves the right to enter into Executive Session for the protection of the public interest, or the prevention of needless injury to the reputation of an individual, and if the individual has not requested a public meeting.

2.1.i. Oath of new board members.

Greg Trautman and John Maser take oaths as new board members.

2.2. Roll Call

2.3. Excuse Absent Board Member(s)

2.4. Pledge of Allegiance

2.5. Open Meetings Act

Pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in the Board meeting room on the north wall.

Notice of this meeting was published in the Gering Courier on Thursday, January 12, 2023.

3. **Board Organizational Meeting**

By board policy, the Superintendent will chair the election of the President and then the newly elected President will preside over the other elections.

1. Election of School Board President

4. **Convene the Board of Education to Order**

The newly elected Board President will now preside over the meeting.

1. Election of School Board Vice President

2. Dissemination of Ethics/Accountability & Disclosure statutes and Board Member Code of Ethics (Policy # 202.1).

5. **Consent Agenda**

At this time, any Board member may request that any item in the consent agenda be removed from the consent agenda and be considered and voted on separately.

5.1. 1. Consent Appointments and Designations:

5.1.i. American Civics, Curriculum & Personnel Committee (Facilitators, Dr. Regan & Kory Knight)

5.1.ii. Finance & Facilities Committee (Facilitator, Stacy Rodriguez)

5.1.iii. Board Secretary: Lindsey Mashek, Administrative Assistant to the Superintendent

5.1.iv. Board Treasurer: Stacy Rodriguez, Director of Finance & Facilities

5.1.v. Appoint Superintendent Dr. Nicole Regan as the Authorized Representative to secure funds for Gering Public Schools.

5.1.vi. Federal Authorized Representative: Dr. Nicole Regan, Superintendent of Schools.

5.1.vii. Depository for Funds:
1. Platte Valley Bank
2. Riverstone Bank
3. First National Bank of Omaha
4. Nebraska Liquid Asset Fund
5. BOK Financial Services
6. Wells Fargo Corporate Trust Services

5.1.viii. School Physician: Regional West Physicians Clinic

5.1.ix. Designation of Legal Council:
7. KSB School Law
8. Perry Law Firm

5.1.x. Designation of District Newspaper of Record: Gering Courier

5.1.xi. Designation of ADA Compliance Officer: Byron Olsen, Director of Student Services

5.1.xii. Designation of Title IX & XIII Officer: Dr. Nicole Regan, Superintendent of Schools

5.2. Minutes from the previous month's board meeting(s)

5.3. Expenditures:
General Fund \$208,637.14
Activity Fund \$62,905.17

Cafeteria Fund \$117,458.69
Bond Fund \$700.00
Student Fee Fund \$10,417.20

5.4. Board Policy Adoption

5.4.i. First Reading of Board Policies

5.4.i.1. **407.5 CERTIFICATED EMPLOYEE WORKERS
COMPENSATION**

5.4.i.2. **407.6 CERTIFICATED EMPLOYEE TAX SHELTER
PROGRAMS**

5.4.i.3. **407.7 NEGOTIATIONS**

5.4.i.4. **408.1 CERTIFICATED EMPLOYEES-RESIGNATION**

5.4.i.5. **408.2 CERTIFICATED EMPLOYEE CONTRACT
RELEASE**

5.4.i.6. **408.3 CERTIFICATED EMPLOYEE RETIREMENT**

5.4.i.7. **408.4 CERTIFICATED EMPLOYEE SUSPENSION**

5.4.i.8. **408.5 CERTIFICATED EMPLOYEE REDUCTION IN
FORCE**

5.4.ii. Second Reading of Board Policies

5.4.ii.1. **406.7 CERTIFICATED EMPLOYEE TRANSFERS**

5.4.ii.2. **406.8 CERTIFICATED EMPLOYEE EVALUATION**

5.4.ii.3. **406.8R1 REGULATION FOR CERTIFICATED EMPLOYEE
EVALUATION**

5.4.ii.4. **406.9 CERTIFICATED EMPLOYEE PROBATIONARY
STATUS**

5.4.ii.5. **407.1 CERTIFICATED EMPLOYEE SALARY SCHEDULE**

5.4.ii.6. **407.2 CERTIFICATED EMPLOYEE SALARY SCHEDULE
ADVANCEMENT**

5.4.ii.7. **407.3 CERTIFICATED EMPLOYEE CONTINUED
EDUCATION CREDIT**

5.4.ii.8. **407.4 CERTIFICATED EMPLOYEE COMPENSATION
FOR EXTRA DUTY**

5.5. Personnel Items

5.5.i. Certified Staff Contract(s)

5.5.ii. Certified Staff Resignation(s)

5.5.ii.1. **Mrs. Evangelina Suarez-Vohland, Gering High School Spanish
Teacher**

5.5.ii.2. **Mrs. JoAnn Wilson, Gering High School Business Teacher**

5.5.ii.3. **Mrs. Kim Busby, Gering High School Math Teacher**

5.6. Approval of Early Graduation Request from **Aralyn Urwin (2023-24 school year)**

6. **Reports and Discussions**

6.1. Building Report: Lincoln Elementary

6.2. Employee Recognition: "Bulldogs Going Beyond"

6.2.i. **Mickie Janecek, Kindergarten @ Lincoln Elementary**

6.2.ii. **Terri Buehler, Paraprofessional @ Northfield Elementary**

6.3. Board Committee Report: Curriculum & Personnel

6.4. Board Committee Report: Finance & Facilities

6.4.i. Monthly Finance Summary Report

6.5. Legislative Update

6.6. Superintendent's Report

7. **Patron Comments**

8. **Action Items**

8.1. Discuss, consider, and take action to amend the verbiage on the \$370,000 LOC for the Gering Construction House, approved on May 16, 2022 to state the following: Platte Valley National Bank is the financial institution where the \$370,000 Line of Credit is housed. The Line of Credit is a 12-month term, and Dr. Nicole Regan, David Ferreyra, and Stacy Rodriguez are the authorized signers on the Line of Credit.

9. Board Comments

9.1. Tentative Upcoming Board Meeting/Event Dates

Future Board Meetings

Special Meeting: Tues, January 24, 2023 @ 12:00 p.m. (Central Office)

Regular Meeting: Mon, February 20, 2023 @ 6:00 p.m. (City Council Chambers)

Special Meeting: Tues, February 28, 2022 @ 12:00 p.m. (Central Office)

Tentative Committee Meeting Dates:

Personnel & Curriculum Committee: Tues, February 7, 2023 @ 7:00 a.m. (Central Office)

Policy Review Committee: Thurs, February 9, 2023 @ 4:00 p.m. (Central Office)

Finance & Facilities Committee: Thurs, February 2, 2023 @ 4:30 p.m. (Central Office)

Upcoming Event Highlights:

Event

10. Adjourn

**POLICY 202.1
GERING PUBLIC SCHOOLS
GERING, NE**

BOARD MEMBER CODE OF ETHICS

Board members' actions, verbal and nonverbal, reflect the attitude and the beliefs of the school district. Therefore, board members must conduct themselves professionally and in a manner fitting to their position.

Each board member shall follow the code of ethics stated in this policy.

AS A SCHOOL BOARD MEMBER:

1. I will listen.
2. I will respect the opinion of others.
3. I will recognize the integrity of my predecessors and associates and the merit of their work.
4. I will be motivated only by an earnest desire to serve my school district and the children of my school district community in the best possible way.
5. I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
6. I will vote for a closed session of the board if the situation requires it, but I will consider "secret" sessions of board members unethical.
7. I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
8. I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
9. I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
10. I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
11. I will express my honest and most thoughtful opinions frankly in board meetings in an effort to have decisions made for the best interests of the children and the education program.
12. I will insist that the members of the board participate fully in board action and recommend that when special committees are appointed, they serve only in an investigative and advisory capacity.
13. I will abide by majority decisions of the board.
14. I will carefully consider petitions, resolutions and complaints and will act in the best interests of the school district.
15. I will not discuss the confidential business of the board in my home, on the street or in my office; the place for such discussion is the board meeting.

16. I will endeavor to keep informed on local, state and national educational developments of significance so I may become a better board member.

IN MEETING MY RESPONSIBILITY TO MY SCHOOL DISTRICT COMMUNITY:

1. I will consider myself a trustee of public education and will do my best to protect it, conserve it, and advance it, giving to the children of my school district community the educational facilities that are as complete and adequate as it is possible to provide.
2. I will consider it an important responsibility of the board to interpret the aims, methods and attitudes of the school district to the community.
3. I will earnestly try to interpret the needs and attitudes of the school district community and do my best to translate them into the education program of the school district.
4. I will attempt to procure adequate financial support for the school district.
5. I will represent the entire school district rather than individual electors, patrons or groups.
6. I will not regard the school district facilities as my own private property but as the property of the people.

IN MY RELATIONSHIP WITH THE SUPERINTENDENT AND EMPLOYEES:

1. I will function, in meeting the legal responsibility that is mine, as part of a legislative, policy-forming body, not as an administrative officer.
2. I will recognize that it is my responsibility, together with that of my fellow board members, to see the school district is properly run and not to run them myself.
3. I will expect the school district to be administered by the best-trained technical and professional people it is possible to procure within the financial resources of the school district.
4. I will recognize the superintendent as executive officer of the board.
5. I will work through the administrative employees of the board, not over or around them.
6. I will expect the superintendent to keep the board adequately informed through oral and written reports.
7. I will vote to hire employees only after the recommendation of the superintendent has been received.
8. I will insist that contracts be equally binding on teachers and board.
9. I will give the superintendent power commensurate with the superintendent's responsibility and will not in any way interfere with, or seek to undermine, the superintendent's authority.
10. I will give the superintendent friendly counsel and advice.
11. I will present any personal criticism of employees to the superintendent.
12. I will refer complaints to the proper administrative officer.

TO COOPERATE WITH OTHER SCHOOL BOARDS:

1. I will not employ a superintendent, principal or teacher who is already under contract with another school district without first securing assurance from the proper authority that the person can be released from contract.
2. I will consider it unethical to pursue any procedure calculated to embarrass a neighboring board or its representatives.
3. I will not recommend an employee for a position in another school district unless I would employ the individual under similar circumstances.
4. I will answer all inquiries about the standing and ability of an employee to the best of my knowledge and judgement, with complete frankness.
5. I will associate myself with board members of other school districts for the purpose of discussing school district issues and cooperating in the improvement of the education program.

Legal Reference: Neb. Statute 79-526

Cross Reference: 201.1 Board Powers and Responsibilities
 202.2 Board Member Conflict of Interest

Regular Board of Education Meeting

Monday, December 19, 2022 6:00 PM

City of Gering Council Chambers
1025 P Street
Gering, NE 69341



Minutes

1. GPS Board of Education Information

2. Opening Procedures

2.1. Call to Order

BJ Peters called this meeting to order at 6:00 pm.

2.2. Roll Call

Present: Brian Copsey, Josh Lacy, B.J. Peters, Brady Shaul, Tracy Wiese, Mary Winn.

2.3. Excuse Absent Board Member(s)

2.4. Pledge of Allegiance

2.5. Open Meetings Act

3. Consent Agenda

A motion to approve the Consent Agenda was presented by Brady Shaul, seconded by Josh Lacy. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

3.1. Minutes from the previous month's board meeting(s)

3.2. Approval of Claims/Bills

3.3. Board Policy Adoption

3.3.i. First Reading of Board Policies

3.3.i.1. **406.7 CERTIFICATED EMPLOYEE TRANSFERS**

3.3.i.2. **406.8 CERTIFICATED EMPLOYEE EVALUATION**

3.3.i.3. **406.8R1 REGULATION FOR CERTIFICATED EMPLOYEE EVALUATION**

3.3.i.4. **406.9 CERTIFICATED EMPLOYEE PROBATIONARY STATUS**

3.3.i.5. **407.1 CERTIFICATED EMPLOYEE SALARY SCHEDULE**

3.3.i.6. **407.2 CERTIFICATED EMPLOYEE SALARY SCHEDULE ADVANCEMENT**

3.3.i.7. **407.3 CERTIFICATED EMPLOYEE CONTINUED EDUCATION CREDIT**

3.3.i.8. **407.4 CERTIFICATED EMPLOYEE COMPENSATION FOR EXTRA DUTY**

3.3.ii. Second Reading of Board Policies

3.3.ii.1. **405 EMPLOYEE CONDUCT AND APPEARANCE**

3.3.ii.2. **406.1 CERTIFICATED EMPLOYEE DEFINED**

3.3.ii.3. **406.2 CERTIFICATED EMPLOYEE QUALIFICATIONS, RECRUITMENT, SELECTION**

3.3.ii.4. **406.3 CERTIFICATED EMPLOYEE INDIVIDUAL CONTRACTS**

3.3.ii.5. **406.4 CERTIFICATED EMPLOYEE CONTINUING CONTRACTS**

3.3.ii.6. **406.5 CERTIFICATED EMPLOYEE WORK DAY**

3.3.ii.7. **406.6 CERTIFICATED EMPLOYEE ASSIGNMENT**

3.4. Personnel Items

3.4.i. Certified Staff Contract(s)

3.4.ii. Certified Staff Resignation(s)

3.5. Approval of Early Graduation Request from **Amanda Gonzales and Haylee Harder (2022-2023 school year)**

3.6. Set tentative dates and times for the Gering Public Schools' Board of Education's 2023-24 school year.

4. Reports and Discussions

4.1. **District Annual Report Policy 1002** (Jennifer Sibal)

Please see attached for documentation in regards to the Annual Report Jennifer Sibal presented

4.2. Board Committee Report: Curriculum & Personnel

Board member, Mary Winn reported for the curriculum meeting. Their last meeting was held in the LINKS building, and the board was very impressed with the updates made to this location. Mr. Mario Chavez shared some data with the board, and LINKS currently has 51 students. We had several Jr. High staff members attend a conference in Florida, which was very beneficial and tied in nicely with their strategic planning. Kory Knight is still working effortlessly on the Math curriculum approval for the Jr. High as well. Our staff at the Jr. High plan to visit a highly functioning middle school in Douglas, WY to increase effectiveness at that education level. The aviation program is still growing, with hopes of the possible purchase of another flight simulator, as well as an industrial strength drone.

4.3. Board Committee Report: Finance & Facilities

Board member, Brady Shaul, reported for the Finance and Facilities meeting. A/P listing was good, and we keep moving forward with conducting good business. Jennifer Sibal, along with Mike Moravec, presented on behalf of the Foundation. A few of their main goals are getting the greenhouse completed, potentially expanding early childhood centers, and the high school track. Jennifer Sibal discussed a plan and what the fundraising looks like to get these projects completed. Baker and Associates will be conducting walk-throughs at our buildings, to assist in helping the district with a long-term facility plan.

4.3.i. Monthly Finance Summary Report

4.4. Superintendent's Report

Dr. Nicole Regans' report was geared towards the two exiting board members. She had very heartfelt things to say to both Mary Winn and Brady Shaul. It was definitely bittersweet seeing them leave the board, but she also thanked them and recognized all the hard work

they have both put in over the years. Mary and Brady will be missed, as the time they gave GPS is undeniable.

5. Enter into Executive Session for the sole purpose of discussing personnel matters to prevent needless injury to the reputation of an individual if deemed necessary.

Entered into executive session at 6:31 pm to discuss action item in regards to the Superintendents 2023-24 school year evaluation.

Entered into executive session at 7:07 pm to discuss action item in regards to the Superintendents 2023-24 school year contract and salary.

A motion to enter executive session at 6:31 pm. was presented by B.J. Peters, seconded by Brian Copsey. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

A motion to enter into executive session at 7:07 pm was presented by B.J. Peters, seconded by Brian Copsey. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

6. Reconvene from the Executive Session.

A motion to reconvene from executive session at 7:05 pm was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

A motion to reconvene from executive session at 7:30 pm was presented by Brian Copsey, seconded by Mary Winn. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

7. Any action deemed necessary as a result of the Executive Session discussion.

8. Patron Comments

John Einfalt, with VALTS, attended the meeting to express how important this program is for the students that attended. He stated how the VALTS staff is there for the kids, and only the kids. The students enrolled in this program leave with more than just a diploma. John's passion for VALTS is evident, and is something the district intends to keep supporting.

9. Action Items

9.1. Discuss, consider, and take action regarding the review and approval of the Superintendents' 2022-23 school year evaluation.

Correction, this is for the 2023-24 school year

A motion to approve the Superintendents 2023-24 school year evaluation was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

9.2. Discuss, consider, and take action regarding the annual review and approval of the Superintendents' 2022-2023 school year contract and salary.

Correction this is for 2023-24 school year

A motion to approve the Superintendent's salary in the amount of \$191,065.00 (3% increase), plus \$10,000 cash in lieu for insurance or option of Gering Public Schools

health insurance, and extend the Superintendent's contract until June 30, 2025 was presented by B.J. Peters, seconded by Brian Copsey. After voting, motion Passed.
Brian Copsey: **Yea**, Josh Lacy: **Yea**, B.J. Peters: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**, Mary Winn: **Yea**

9.3. Discuss, consider, and take action regarding the reduction of 5 seats for the VALTS (Valley Alternative Learning Transitioning School) program for the 2022-23 school year.

Correction: This is for the 2023-24 school year

A motion to was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

B.J. Peters: **Nay**, Mary Winn: **Nay**, Brian Copsey: **Yea**, Josh Lacy: **Yea**, Brady Shaul: **Yea**, Tracy Wiese: **Yea**

10. Board Comments

Mary Winn- "Its been an interesting ride service on the BOE for all these years." Serving GPS has been one of her greatest pleasures.

Brady Shaul- "It has truly been bittersweet to serve on the BOE." His time here was to serve the students, build good relationships, and gain life-long friends. He is going to miss being a part of the GPS district, but is very confident in the new board members that have been elected.

Tracy Wiese- "I have always looked up to Mary as a teacher, and she has inspired me to be a productive board member." Thanked Brady for pushing her to run for the BOE, and commented on how vital his service to the board has been.

Josh Lacy-Thanked both Mary and Brady for their service, and has learned a lot from them while serving the district with them.

Brian Copsey-Commented on the presentation given by Jennifer Sibal, stating how informative her flyer was in regards to the District Annual Report. "I have always looked up to Mary and thank you for your friendship, and am so grateful for the work Brady has put into his position as a board member."

BJ Peters- "Both Mary and Brady turned out to be great board members, and I am going to miss you both."

10.1. Tentative Upcoming Board Meeting/Event Dates

11. Adjourn

This meeting was adjourned at 7:52 pm.

POLICY 205.2
GERING PUBLIC SCHOOLS
GERING, NE

POLICY ADOPTION

The board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two regular board meetings. The proposed policy changes shall be distributed and public comment will be allowed at each meeting prior to final board action. This notice procedure shall be required except for emergency situations. If the board adopts a policy in an emergency situation, a statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The board shall have complete discretion to determine what constitutes an emergency situation.

The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the board at the next regular meeting after the meeting allowing public discussion. The policy will be effective on the later of the date of passage or the date stated in the motion.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board. The emergency policy shall expire at the close of the third regular meeting following the emergency action, unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

Legal Reference: Neb. Statute 79-520 (Class III)
 79-521 (Class IV)
 79-522 (Class V)
 79-523 (Class VI)
 79-526
 84-712 et seq.
 NDE Rule 10.004.01A1

Cross Reference: 201.1 Board Powers and Responsibilities

**POLICY 407.5
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE WORKERS' COMPENSATION

The district will participate in workers' compensation as required by statute. All employees of the district will be covered by workers' compensation regardless of type of assignment, length of assignment or hours worked per day.

The selected workers' compensation plan will provide coverage for medical expenses and wages to the extent required by statute to qualifying employees. The amount of workers' compensation wage-replacement and sick leave benefits shall not exceed a regular daily rate of pay.

The superintendent shall be responsible for developing administrative regulations to implement the workers' compensation plan and shall annually review the costs and performance of the plan with the board, making recommendations for changes as necessary.

Legal Reference: Neb. Statute 48-101 et seq.

Cross Reference 404 Employee Health and Well-Being
 905 Safety Program

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 407.6
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE TAX SHELTER PROGRAMS

The board authorizes the administration to make a payroll deduction for certificated employees' tax sheltered annuity premiums purchased from district approved companies.

Certificated employees wishing to have payroll deductions for tax sheltered annuities shall make a written request to the Director of Business Service.

Cross Reference: 707 Payroll Procedures

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 407.7
GERING PUBLIC SCHOOLS
GERING, NE**

NEGOTIATIONS

Certificated employees of the district shall have the right to form, join and participate in the activities of organizations of their choosing for the purpose of representation of all matters of employment relations, but no certificated employee shall be compelled to join such an organization. Boards may enter into collective bargaining agreements for periods not to exceed four years.

The following timelines shall be in effect for the annual negotiations process preceding the contract year in question:

1. On or before September 1 the certificated and instructional employees' collective bargaining agent shall request recognition as bargaining agent.
2. The governing board shall respond to such a request no later than October 1.
3. On or before November 1 negotiations shall begin.
4. On or before February 8 if an agreement is not reached, the parties shall submit to mandatory mediation or fact-finding as ordered by the commission unless the parties mutually agree in writing to forgo mandatory mediation or fact finding.
5. On or before March 25 or within twenty-five days after the certification of the amounts to be distributed to each local system and each school district, whichever occurs last in time, negotiations, mediation, and fact finding shall end.
6. If an agreement has not been achieved on or before the date in item 5 above, either party may, within fourteen days after such date, file a petition with the commission to resolve the dispute.
7. The commission shall render a decision on or before September 15.

There shall be no fewer than four negotiations meetings between the certificated and instructional employees' collective bargaining agent and the governing board's bargaining agent prior to mediation, unless the parties agree to a new negotiated agreement. Either party may seek a bargaining order as provided in statute at any stage in the negotiations.

In seeking a bargaining order, the commission shall provide the parties with the names of five individuals qualified to serve as the resolution officer. If the parties cannot agree on an individual, each party shall alternately strike names, with the remaining individual serving as the resolution officer.

The resolution officer may:

1. determine whether the issues are ready for hearing and settlement;
2. identify for resolution terms and conditions of employment that are in dispute and which were negotiated in good faith but upon which no agreement was reached;
3. accept terms and conditions;
4. schedule hearings;
5. prescribe rules of conduct for conferences;
6. order additional mediation if necessary;
7. take any other action which may aid in resolution of the dispute; and
8. consult with an interested outside party only with the concurrence of all parties.

The resolution officer shall choose the most reasonable final offer on each issue in dispute. If either party is dissatisfied with the resolution officer's decision, it shall have the right to file an action with the commission seeking a determination of terms and conditions of employment. The commission shall resolve, as provided by statute, all of the issues identified by either party and which were recognized by the resolution officer as a dispute. If parties have not filed with the commission by the latter of March 25 or within twenty-five days after the certification of school funds, the decision of the resolution officer shall be deemed final and binding.

Legal Reference: Neb. Statute 48-811, 816, and 818

Cross Reference: 201.01 Board Powers and Responsibilities

Approved 10/15/2012 Reviewed 10/24/2016, 08/05/2019
Revised 11/21/2016, 08/19/2019

**POLICY 408.1
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEES - RESIGNATION

Any certificated employee who wishes to be released from contract should consider the difficulty of securing an adequate replacement for the district and disruption to the educational program. A late resignation greatly increases this difficulty and disruption.

A certificated employee who wishes to be released from his/her contract shall immediately deliver a written and signed notice of resignation to the office of the Superintendent. The Superintendent, upon reviewing the request and its impact on the district, shall forward the request to the School Board with an appropriate recommendation.

The School Board shall make the final determination regarding the request but shall have no obligation to approve the employee's early release from contract.

The Board may request the employee to continue as a member of the staff and to fulfill the terms of his/her contract. The early release, if allowed, will become effective at the end of the school year in which it is submitted. If the employee has requested the release to become effective at an earlier date than the end of the school year, the Board may consider it on an individual basis.

An employee's refusal to fulfill his/her contract shall be cause for the district to request a suspension or revocation of certification by the Nebraska Department of Education.

Legal Reference: Nebraska Statutes 79-817 to 79-845
NDE Rule 27, part 007

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 408.2
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE CONTRACT RELEASE

A request for release from a contract shall be contingent upon finding a suitable replacement with the following exception: A request for release from contract submitted before April 1 of the current school year requesting release for the upcoming school year shall be accepted by the Board without any conditions.

The Superintendent or his designee shall have the sole responsibility for determining the criteria used to define a suitable replacement for each position.

If in the opinion of the certificated employee unusual circumstances exist, the certificated employee may appeal to the Board to waive any of the above stated requirements.

The superintendent is authorized to file a complaint with the Nebraska Professional Practices Commission against a certificated employee who leaves without proper release from the board.

The Board of Education reserves the right to seek damages against any certificated employee as a result of breach of contract.

Legal Reference: NDE Rule 27
Neb. Statute 79-817 et seq.

Cross Reference: 406.03 Certificated Employee Individual Contracts
406.04 Certificated Employee Continuing Contracts
408.03 Certificated Employee Retirement

Approved 03/15/2010

Reviewed 10/24/2016

Revised 11/21/2016

**POLICY 408.3
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE RETIREMENT

Certificated employees who will complete their current contract with the board may apply for retirement. No certificated employee will be required to retire at a specific age.

Application for retirement will be considered when the certificated employee states in writing to the superintendent, no later than the date set by district policy for the return of the employee's contract to the board, the intent of the employee to retire. The letter must clearly state the employee's desire to retire.

Applications made after the date set by the board for the return of the employee's contract to the board may be considered by the board if special circumstances exist. It shall be within the discretion of the board to determine whether special circumstances exist.

Board action to approve a certificated employee's application for retirement shall be final, and such action constitutes nonrenewal of the employee's contract for the next school year.

Certificated employees who retire under this policy may qualify for retirement benefits through the State School Retirement Fund.

Certificated employees and their spouse and dependents shall be allowed to continue coverage in the school district's group health insurance program at their own expense by meeting the requirements of the insurer.

Cross Reference: 402.09 Recognition for Service of Employees
 408.06 Certificated Employee Early Retirement

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 408.4
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE SUSPENSION

Certificated employees shall perform their assigned job, respect and follow board policy and obey the law. The superintendent is authorized to suspend a certificated employee pending board action on a discharge, for investigation of charges against the employee, and for disciplinary purposes. It shall be within the discretion of the superintendent to suspend a certificated employee with or without pay.

In the event of a suspension, appropriate due process shall be followed.

Cross Reference: 405 Employee Conduct and Appearance
 408 Certificated Employee Termination of Employment

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 408.5
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE REDUCTION IN FORCE

The board has the exclusive authority to determine the appropriate number of certificated employees. Reductions in force of certificated staff members may be required due to changes in the size or nature of the student population, limited financial support, changing programs, staff realignment or other changes in circumstances. Reduction in force may result in termination of employment, an amendment to the employee's contract reducing the employee from full-time to part-time status or an amendment to the contract of a part-time employee further reducing that employee's percentage of employment.

Prior to the reduction in force the board shall present evidence that such changes in circumstances have occurred. If a reduction of certificated staff is necessary, the superintendent or designee shall recommend to the school board those certificated employees to be reduced in employment under the provisions of this policy. No permanent employee may be selected for a reduction-in-force while a probationary employee is retained to perform a service that the permanent employee is qualified by certification and endorsement to perform or where certification is not applicable, by reason of college credits in the teaching area.

Due to the often intimate, confidential, and unique personal working relationship necessary between the administration and the school board, a certificated employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school system.

Employee evaluations (including frequency of evaluations, evaluation forms, and number and length of classroom observations, if applicable) used under this policy shall conform to the board policies and administrative rules, regulations, and practices in effect at the time for the periodic evaluation of certificated staff members.

If, after consideration of the above, it is the opinion of the superintendent that no significant difference exists between certificated employees being considered for reduction in force, then the employee with the longest uninterrupted service to the district shall be retained.

Due process for all employees selected for a reduction in force shall be followed.

Any certificated employee whose contract shall be terminated because of reduction in force shall be considered to have been dismissed with honor and shall, upon request, be provided a letter to that effect. Such employee shall have preferred rights to reemployment for a period of twenty-four months commencing at the end of the contract year and the employee shall be recalled on the basis of length of service to the school to any position for which he or she is qualified by endorsement or college preparation to

**POLICY 406.8
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE EVALUATION

Evaluation of certificated employees on their skills, abilities, and competence shall be an ongoing process supervised by the building principal/supervisor and conducted by approved evaluator. The goal of the formal evaluation of certificated employees, other than administrators, shall be to improve the educational program, to improve instruction, to maintain certificated employees who meet or exceed the board's standards of performance, to clarify the certificated employee's role, to ascertain the areas in need of improvement, and to develop a working relationship between the administrators and other employees.

Probationary teachers shall be formally observed and evaluated at least once each semester. Each formal observation shall be for an entire instructional period of at least 40 minutes.

Certified permanent employees shall be formally observed and evaluated at least once every three years. It shall be the responsibility of the building principal/supervisor to insure certificated employees are evaluated on a three year rotation plan. The specifics of the three year rotation plan are outlined in the administrative regulations. Each formal observation shall be for a minimum of 40 minutes. Additional evaluations shall be made in cases where there are major changes in assignments or noted changes in employee effectiveness. Evaluators may schedule additional evaluations when the evaluator feels it would be to the employee's and/or school district's benefit to conduct additional observations and evaluations, or at the employee's request.

The formal evaluation criteria shall be completed in writing. The formal evaluation shall provide an opportunity for the evaluator and the certificated employee to discuss the employee's performance and future areas of growth. The formal evaluation shall be completed by the evaluator, signed by the certificated employee and filed in the certificated employee's personnel file. This policy supports, and does not preclude, the ongoing informal evaluation of the certificated employee's skills, abilities and competence.

The Superintendent will create an administrative regulation describing the procedure to be used for evaluations and including the evaluation instrument. At a minimum this will provide for evaluation of instructional performance, classroom organization and management, professional conduct, and personal conduct. It will provide for a written description of all noted deficiencies and an adequate timeline for implementing the concrete suggestions for improvement. The employee will be allowed to offer a written response. The regulation will also specify what training will be provided by the district for evaluators.

**POLICY 406.8R1
GERING PUBLIC SCHOOLS
GERING, NE**

REGULATION FOR CERTIFICATED EMPLOYEE EVALUATION

Probationary teachers shall be formally observed and evaluated at least once each semester. Each formal observation shall be for an entire instructional period of at least 40 minutes.

Certificated permanent employees shall be formally observed and evaluated at least once every three years. It shall be the responsibility of the building principal/supervisor to insure certificated employees are evaluated on a three year rotation plan. The specifics of the three year rotation plan are outlined in the administrative regulations. Each formal observation shall be for a minimum of 40 minutes. Additional evaluations shall be made in cases where there are major changes in assignments or noted changes in employee effectiveness. Evaluators may schedule additional evaluations when the evaluator feels it would be to the employee's and/or school district's benefit to conduct additional observations and evaluations, or at the employee's request.

All evaluators who complete a formal evaluation on certificated employees in the district shall possess a valid Nebraska Administrators Certificate and shall be trained to use the evaluation system employed in the district. The Superintendent shall conduct the training. Training sessions shall include, but not be limited to:

1. A review of the district's certificated employee's evaluation policies and procedures
2. A review of the expectations for evaluation
3. A review of the evaluation instruments
4. A discussion of evaluation skills

The evaluation procedure shall be annually communicated, in writing, to those being evaluated as outlined in the certified staff handbook.

Approved 03/15/2010

Reviewed 10/03/2016

Revised 10/17/2016

**POLICY 406.9
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE PROBATIONARY STATUS

The first three years of a new full-time certificated employee's contract shall be a probationary period. The probationary period for part-time certificated employees shall be based upon formulas provided by state statute.

During this probationary period the board may terminate or amend the certificated employee's contract at year-end or discharge the employee in concert with corresponding board policies.

Certificated employees may also serve a probationary period based upon their performance. Such probationary period shall be determined on a case-by-case basis in light of the circumstances surrounding the employee's performance as documented in the employee's evaluations and personnel file. Prior to such a determination the employee will be allowed due process as provided by state statutes and the Negotiated Contract.

Legal Reference: Neb. Statute 79-828

Cross Reference: 406.04 Certificated Employee Continuing Contracts
 406.08 Certificated Employee Evaluation

Approved 03/15/2010

Reviewed 10/03/2016

Revised _____

**POLICY 407.1
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE SALARY SCHEDULE

The board shall establish salary schedules for certificated employees' positions keeping in mind the financial condition of the school district, the education and experience of the certificated employee, the educational philosophy of the school district, and other factors deemed relevant by the board.

It shall be the responsibility of the superintendent to make a recommendation to the board annually regarding the salary schedule. The salary schedule shall be subject to review and modification through the collective bargaining process.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding wages and salaries of such employees shall be followed.

Cross Reference: 406 Certificated Employees - General
 407.02 Certificated Employee Salary Schedule Advancement

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 407.2
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE SALARY SCHEDULE ADVANCEMENT

The board shall determine which certificated employees will advance on the salary schedule for the certificated employees' positions, keeping in mind the financial condition of the school district, the education and experience of the certificated employee, the educational philosophy of the school district, and other considerations as determined by the board.

It shall be the responsibility of the superintendent to make a recommendation to the board for the advancement of certificated employees on the salary schedule.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding salary schedule advancement of such employees shall be followed.

Cross Reference: 406 Certificated Employees - General
 407 Certificated Employee Compensation and Benefits

Approved 03/15/2010

Reviewed 10/24/2016

Revised _____

**POLICY 407.3
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE CONTINUED EDUCATION CREDIT

Certificated employees who wish to obtain additional education for advancement on the salary schedule or other job-related purposes must notify and receive approval prior to enrolling the class. Additional education for salary advancement should be in the same area as the education that was required of the employee to hold the employee's current position with the school district or for professional advancement. The superintendent has the discretion to approve credit outside the employee's area of endorsement or responsibility.

It shall be the responsibility of the superintendent to make a recommendation to the board for the advancement of a certificated employee on the salary schedule.

The requirements stated in the Negotiated Contract between certificated employees in a certified collective bargaining unit and the board regarding continued education credit of such employees shall be followed.

Cross Reference: 406 Certificated Employees - General
 407 Certificated Employee Compensation and Benefits
 408.05 Certificated Employee Reduction-In-Force

Approved 03/15/2010

Reviewed 10/24/2016

Revised 11/21/2016

**POLICY 407.4
GERING PUBLIC SCHOOLS
GERING, NE**

CERTIFICATED EMPLOYEE COMPENSATION FOR EXTRA DUTY

A certificated employee may apply for or be required to take on extra duty, with the extra duty being secondary to the major responsibility of the certificated employee. The board shall establish a salary schedule for extra duty certificated employee positions, keeping in mind the financial condition of the school district, the education and experience of the certificated employee, the educational philosophy of the school district, and other considerations as determined by the board.

Vacant extra duty positions, for which extra compensation will be earned, will be posted or announced to allow qualified certificated employees to volunteer for the extra duty. If no certificated employee applies for extra duty, the superintendent may assign the extra duty positions to qualified certificated employees. The certificated employee shall receive compensation for the extra duty required to be performed.

It shall be the responsibility of the superintendent to make a recommendation to the board annually as to which certificated employees shall have the extra duty, and the salary schedule for extra duty, for the board's review.

The requirements stated in the Negotiated Contract between employees in that certified collective bargaining unit and the board regarding the compensation for extra duties of such employees shall be followed.

Cross Reference: 406 Certificated Employees - General
 407 Certificated Employee Compensation and Benefits

Approved 03/15/2010

Reviewed 10/24/2016

Revised 11/21/2016

Evangelina Suarez-Vohland

320028 Vohland Drive

Minatare, NE 69356

January 06, 2023

Gering High School

Mario Chavez :

1500 U Street

Gering, NE 69341

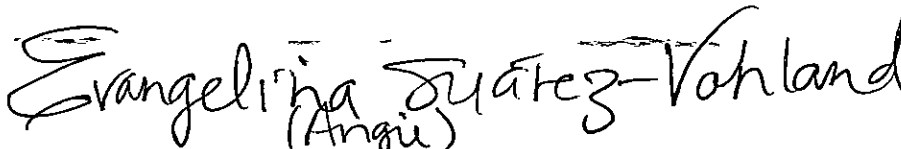
Dear Mr. Chavez:

Please accept this as formal notice of my retirement from the position of Spanish teacher at Gering High School, effective May 24, 2023.

After careful consideration, I have made the decision to retire. Working for Gering Public Schools has been a wonderful experience that has afforded me many valuable opportunities to learn and grow, I am very grateful to have been a part of this organization.

My life will be very much changed after spending so much of my life dedicated to teaching. Thank you for all that you have provided to me in my time here in Gering.

Respectfully,

A handwritten signature in black ink that reads "Evangelina Suarez-Vohland". The signature is written in a cursive style with a large initial "E".

Evangelina (Angie) Suarez-Vohland

P.O. Box 673
Morrill, NE 69358
January 5, 2023

Gering Board of Education
Dr. Nicole Regan
Gering Public Schools
1519 10th Street
Gering, NE 69341

Members of the Gering Board of Education
Dr. Nicole Regan

It has been an honor to serve the Gering Community and Gering Public Schools.

After 23 years as an educator, seven of which I have been a Bulldog, I have made the personal decision that it is time for me to retire from my position as a business teacher for Gering High School. My last day of school will be our last contract day for the school year 2022-2023. Barring any makeup days my last school day is May 24, 2023.

I have loved being a teacher! No other occupation has been as fulfilling as being in education. I leave the profession with many, many wonderful memories of the students and staff that I have been privileged to work with throughout the years. My time at Gering has brought many opportunities to grow as an educator and individual; together we have weathered many storms and together we have celebrated our students' successes.

I typically avoid missing school and therefore have accumulated many sick days. I will lose those sick days per the negotiated agreement, however, if I could donate any of my sick days to the sick bank, I would like to do that. Any personal days that I still have at the end of the school year I will submit for cash out.

Please advise me on any district/state procedures that I need to complete before my retirement date. And if I can be of help in transitioning someone new into the business teacher position please do not hesitate to ask.

Sincerely,



JoAnn Wilson

Memo

To: Nicole Regan
From: Mario Chavez
cc: Lindsey Mashek
Date: 9/28/2022
Re: Early Graduation Request

I have received a request from Aaralyn Urwin, a 2024 graduation cohort senior for early graduation from Gering High School.

I believe that all requirements, set forth by Gering Public School Board of Education Policy 611.08 – Early Graduation have been satisfied. Aaralyn has the ability to meet all graduation requirements by the end of the 1st semester of the 2023-2024 school year. Aaralyn has a plan post-graduation and will enroll for the Spring semester 2024 at Western Nebraska Community College where she plans to complete her Associates degree in the Spring of 2024.

Please review the attached letters of support from Aaralyn and her mother Heather.

I recommend Aaralyn be allowed to pursue her plan to complete her high school degree requirements and graduate from Gering High School at the conclusion of the 1st semester of the 2023-2024 school year.

Dear Mario Chavez and to whom it may concern,

We are sending you this letter to submit a formal request for early graduation on Aaralyn Urwin's behalf. We feel that it would help Aaralyn's educational career and goals immensely. The request is to graduate after the fall semester of 2023. After this current semester, Aaralyn will have 13 college credits. We have taken into consideration her future classes, and the plan is for her to end 2024 with an associate degree in psychology. Aaralyn has been able to manage a 3.4-grade point average while taking AP classes throughout her entire high school career. Some of these classes consist of Honors English, Advanced Math, College Biology, College Psychology, and College American History.

Aaralyn is also on track for her Highschool credits in order to graduate by this time period. Below is a review of her credits for high school after this current semester.

- English -25 credits
- Math- 25 credits
- Science- 25 credits
- Social studies- 20 credits
- Physical Education- 15 credits
- Foreign Language- 20 credits
- Visual and performing arts- 20 credits
- Electives- 52.5 credits

Aaralyn is already set up for College Statistics, and College American History II for next semester, (spring 2023). She will continue to finish prep English this semester as well. This gives Aaralyn 5 open class periods next semester, (spring 2023), and her entire senior semester (fall of 2023), to fulfill all high school graduation requirements with dual courses. If this request is approved, Aaralyn plans to take English Composition in the summer of 2023 to prepare her for English Composition 2, which she plans to take during her senior semester. Taking these English courses would complete the English credits she needs to graduate high school. She also plans to take Achieving College Success this summer. Her senior semester, (fall 2023), would consist of approved dual credit courses that help both with high school and college credits. The end goal is for her to have graduated high school, and be enrolled as a full-time college student at WNCN during the spring semester of 2024. This will allow her a semester at the college to finish her associate's degree.

We believe that these goals can be accomplished with your help. Aaralyn already has a great number of college credits, and lots more time to complete more courses. We feel that she is a responsible student, who is eager to learn more and advance her education. In reading this, We ask for your careful consideration of our request and thank you for it.

- Heather Rask, Aaralyn Urwin

Sincerely,

Heather Rask
Aaralyn Urwin
9-27-22

POLICY 204.12
GERING PUBLIC SCHOOLS
GERING, NE

PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board shall set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. The board has the discretion to limit the amount of time set aside for public participation.

Instructions for members of the public who wish to speak:

- Getting started: When you have been recognized, please stand and state your name.
- Time Limit: Tonight the board will allow a total of 30 minutes for the presentation of ALL public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker. You may only speak ONCE.
- Personnel or Student Topic: If you are planning to speak about a personnel or student matter involving an individual, please understand that our policies may require you to follow the district's complaint procedure before addressing the board. Board members will generally not respond to any questions you ask or comments you make about individual staff members or students. Please remember that slanderous comments will not be tolerated.
- General Rules: This is a public meeting for the conduct of business. Comments from within the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- No action by the Board: The board will not act on any matter which is not on the agenda and will not take action upon the conclusion of public comment.

If the pressure of business or other circumstances dictate, the board president may decide to eliminate this practice at a particular meeting. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the board meeting shall not be interfered with or disrupted. Only those speakers recognized by the board president shall be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or another individual causing disruption may be asked to leave the board meeting.

Citizens wishing to address the board on a certain agenda item must notify the superintendent prior to the board meeting. Citizens wishing to present petitions to the board may do so at this time. However, the board will only receive the petitions and not act upon them or their contents.

Subjects for comment should involve areas within the board's proper responsibility. Discussion on unrelated matters is to be discouraged.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints.

Any written or printed materials to be circulated for a meeting of the school board must be submitted to the superintendent by the Wednesday preceding a Monday night meeting.

This material will be transmitted to the members of the board for their consideration.

Legal Reference: Nebraska Statute 84-1408 to 1414

Cross Reference: 201.7 School Board Liability
204.3 Public Hearings
204.10 Agenda
403.5 Public Complaints about Employees

Approved 01/20/2003

Reviewed 02/23/2015, 10/14/2021 6/9/22

Revised 09/14/2009, 7/20/22