



**HASTINGS
PUBLIC SCHOOLS**

Assuring the essential.
Expanding the possible.

Work Session

Thursday, November 16, 2023 @ 6:00 PM Central
Board Room at HPS District Offices, 1515 W 8th St, Hastings, NE 68901

1. Roll Call -
2. Announcement - Jim Boeve -
3. Welcome to HEA reps and guests - Jim Boeve -
4. Review Board Norms/Goal - Jim Boeve -
5. Board Self- Assessment Reminder - Jim Boeve -
6. Reminder to declare if running for President or Vice-President - Jim Boeve -
7. Superintendent's Intent to Extend - Jim Boeve -
8. Information on "Spotlight on Learning" - Jeff Schneider -
9. Update on Grades 4-8 Digital Citizenship - Jeff Schneider -
10. Reminder of Incentive for Early Notification of Intent to Resign/Retire - Dr. Tom Szlanda -
11. Approve addition of 1.0 FTE Certificated Position for 2024-25 - Dr. Tom Szlanda -

12. Approve addition of 1.0 FTE Administrative Position for 2024-25 - Jeff Schneider -

13. *Consent Agenda - Dr. Thomas Szlanda -

14. Reminders - Jim Boeve -

15. Adjournment - Jim Boeve -

***Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Law.

****Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.

*****Action Item:** The board reserves the right to take action on an item listed on the board agenda.

Students, staff, families and community will collaborate to maximize readiness for our student's college/career and citizenship. We will increase the rigor and relevance of each student's learning experience while meeting their academic and well-being needs.

Hastings Public Schools

Board of Education Norms

We will work to achieve consensus while valuing differences of opinion both within our Board and when considering the input of others.

We will conduct meetings and business in a manner that is fair and professional.

We will strive to ensure our decisions are congruent with the mission, vision, and strategic plan for the District.

Each member will be committed to the School Board process by attending meetings, being on time, coming prepared, adhering to the agenda (the President of the Board may adjust the order of the agenda to allow the fullest participation of the available members of the Board upon the request of a Board Member), *referencing Robert's Rules of Order*, and participating to their full potential.

We will gather the necessary data; seek expertise from within and outside of our District; and attempt to hear from any parent, student, or other community member in order to make wise decisions that reflect all stakeholders.

We will regularly and intentionally communicate with one another, the administration, faculty, staff, students, community, and the press to ensure information is shared openly and in a relevant, timely and appropriate manner.

We will also maintain confidentiality when necessary.

We will serve as advocates for K-12 public education within our community, as well as within the state of Nebraska.

We will recognize that, as community leaders, we will adhere to the character standards that are the core of our school: respect, responsibility, compassion, and honesty.

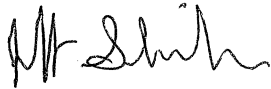
Our collective and fundamental purpose is to assure all students acquire the knowledge, skills, and behaviors essential to be successful individuals and responsible citizens.

November 3, 2023

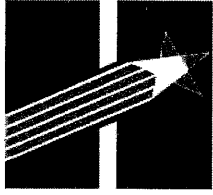
Members of the Hastings Public Schools Board of Education:

Please accept this document as the Superintendent's Notice of Intent to Extend. In my contract it states that I am required to give this to the Board between October 15th and December 1st. The Board will be asked to accept or decline by December 31st. It has been a pleasure to serve in this role and I would like to continue to do so.

Please let me know if you have any questions or concerns.

A handwritten signature in black ink, appearing to read "Jeff Schneider". The signature is fluid and cursive, with the first name "Jeff" and last name "Schneider" clearly distinguishable.

Jeff Schneider
Superintendent
Hastings Public Schools



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HUMAN RESOURCES OFFICE

Memo

TO: Non-Administrative Certified Staff
FROM: Thomas Szlanda, Director of Human Resources & Operations
DATE: 11-16-2023
SUBJECT: INCENTIVE FOR EARLY NOTIFICATION OF INTENT TO RESIGN/RETIRE

This policy is to provide a \$500 stipend to non-administrative certified staff who turn in their resignation/retirement letter before the 3rd Friday in December (December 15, 2023, of this year). There are some stipulations to qualify for this stipend including being at least a .5 FTE employee and finishing out the entire school year. The payment will be made after the school year is completed.

The purpose of the policy is to allow the hiring process to start sooner and allow HPS to interview the best possible candidates at an earlier date.

If you have any questions about this policy, please contact the Human Resources Department.

Attachment:

Policy 408.07

INCENTIVE FOR EARLY NOTIFICATION OF INTENT TO RESIGN/RETIRE

Non-administrative certified employees who submit a letter of intent to resign or retire at the end of the school year, by the third Friday in December, will receive a \$500 stipend to be paid on or before the employee's final payroll. The purpose of this incentive is two-fold. First, to offer a financial incentive to staff members who are planning to resign or retire; and Second, to allow the District an opportunity to begin the hiring process earlier to find the best candidates.

The following conditions must be met to qualify:

1. Currently at least a .50 FTE employee
2. Complete the entire school year before leaving the District.

An employee is NOT eligible if:

1. Currently receiving long-term disability benefits.
2. On administrative leave.
3. Employment is terminated by the District.

In order to qualify, a non-administrative certified staff member must submit a letter of resignation/retirement to HR by the 3rd Friday in December. The resignation/retirement must also be accepted and approved by the Board of Education to qualify for the incentive.

Approved 12-13-2021

HASTINGS PUBLIC SCHOOLS

Director of Learning & Support

TASKS:

- **Mentor and support principals.**
- **Learn the financial aspect of the district in order to suggest the best use of grants and other resources.**
- Confer with parents and staff to discuss educational activities, policies, and student behavior or learning problems.
- Create school improvement plans, using student performance data.
- Set educational standards and goals, and help establish policies and procedures to carry them out.
- Plan and lead/asst professional development activities for teachers, administrators, and support staff.
 - PBIS
 - MTSS
 - Curriculum Adoption
 - School Safety
- Recommend personnel actions related to programs and services.
- Review and approve new programs, or recommend modifications to existing programs, submitting program proposals for school board approval as necessary.
- Assist with building coverage due to absences.
- Other duties as assigned.

Administrative Transfer(s)					
Name	Former Assignment/Building	New Assignment/Building	FTE	Effective	Replaces/Reason
No Transfers					
Administrative New Hire(s)					
Name	Assignment/FTE/Building	Effective	FTE	College/University	Replaces/Reason
No New Hire(s)					
Certificated Resignation/Release(s)					
Name	Assignment/Building		FTE	Effective	Replaces/Reason
No Resignation/Relieas/Retire(s)					
Certificated Transfer(s)					
Name	Former Assignment/Building	New Assignment/Building	FTE	Effective	Replaces/Reason
No Transfers					
Certificated New Hire(s)					
Name	Assignment/FTE/Building	Effective	FTE	College/University	Replaces/Reason
Kip Sitzmore	EL/Middle School	1/3/2024		University of Nebraska - Kearney	Erika Garcia/Resign
Extra Standard Resignation/Release(s)					
Name	Assignment/Building			Effective	Replaces/Reason
Kobey Simons	Assistant Boys Basketball/Senior High			11/09/23	Resign
Extra Standard Transfer(s)					
Name	Former Assignment/Building	New Assignment/Building		Effective	Replaces/Reason
Gabe Haynes	0.5 FTE Assistant Boys Basketball/Senior High	Assistant Boys Basketball/Senior High		11/10/23	Kobey Simons/Resign
Extra Standard New Hire(s)					
Name	Assignment/Building	Level		Effective	Replaces/Reason
Seth Kirkegaard	0.5 FTE Assistant Boys Basketball/Senior High	1/2 CAT III, LVL 1		11/10/23	Gabe Haynes/Transfer
Classified Resignation/Release(s)					
Name	Assignment/Building		FTE	Effective	Replaces/Reason
Doug Kennedy	Night Custodian/Senior High		1.0	10/30/2023	Resign
Amber King	Skills 3 Paraeducator/Senior High		1.0	11/10/2023	Resign
Avery Kohl	Title 1 Paraeducator/Lincoln		1.0	10/23/2023	Resign
Jolene Ladd	SPED Paraeducator/Morton		1.0	11/16/2023	Resign
Cassie Todd	Administrative Assistant/Morton		1.0	11/21/2023	Resign
Rachel Witt	Skills 3 Paraeducator/Senior High		1.0	9/15/2023	Resign
Classified Transfer(s)					
Name	Former Assignment/Building	New Assignment/Building	FTE	Effective	Replaces/Reason
No Transfers					
Classified New Hire(s)					
Name	Assignment/Building		FTE	Effective	Replaces/Reason
Samantha Ashby	Skills 2 Paraeducator/Senior High		1.0	11/6/2023	Dawn Meyers/Resign
Taylor Holdsworth	Skills 3 Paraeducator/Senior High		1.0	10/31/2023	Rachel Witt/Resign
Marty Hulse	Night Custodian/Middle School		1.0	11/13/2023	Cameron Daiss/Transfer
Chance Kratzer	Bus Monitor/Transportation		1.0	10/19/2023	Colleen Cannady/Retire
Melody Mangers	Bus Monitor/Transportation		1.0	11/13/2023	Marissa Naegle/Resign
Katelyn Moening	Skills 3 Paraeducator/Senior High		1.0	TBD	Amber King/Resign