

## **Regular Board of Education Meeting**

Monday, October 18, 2021 6:00 PM

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



## **Minutes**

### **1. GPS Board of Education Information**

### **2. Opening Procedures**

#### **1. Call to Order**

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

#### **2. Roll Call**

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

#### **3. Excuse Absent Board Member(s)**

All members present.

### **3. Pledge of Allegiance**

### **4. Opening Meetings Act**

### **5. Consent Agenda**

#### **1. Minutes from the previous month's board meeting(s)**

#### **2. Board Policy Adoption**

##### **i. First Reading of Board Policies**

##### **1. Policies Section 403.8**

Revise policy 403.8 and add new policies 403.7, 403.8R1

##### **2. Policy Section 200**

##### **ii. Second Reading of Board Policies**

### **6. Personnel Items**

#### **1. Resignation of Personnel**

- i. Discuss, consider and take necessary action regarding the resignation of Erin Sittner, 5th grade Elementary Teacher, Northfield Elementary School effective October 21, 2021.**

## 7. **Reports and Discussions**

### 1. High School Building Project Report

Principal Rocky Schneider, Assistant Principal Mario Chavez, and Dean of Students Crystal Palser reported on the High School Building Project.

### 2. Curriculum/Personnel Committee Report

A monthly report to the Board and community on the major items discussed and under consideration in the Curriculum and Personnel Committee Reports as follows:

Update on the improvements taking place in the VAULTS program.

An update on the Summer Program

Proposed Links Program

Public Safety Program

The next meeting will be held Tuesday, November 2, 2021

### 3. Business/Facilities Committee Report

Chairman Brady Shaul gave the Business and Facilities Report covering the major items discussed and under consideration by said committee. A copy of the minutes from the last meeting are available and on file.

The next committee meeting will be held Thursday, November 4, 2021.

#### i. Trial Balance Summary

none

#### ii. Fund Balances

none

#### iii. Schedule of Investments

none

#### iv. Financial Statements

none

### 4. Superintendent's Report

Superintendent, Dr. Regan gave a monthly report covering the major items of the District which included 1st quarter Celebration video of the accomplishments of our students.

## 8. **Action Items**

### 1. Take action to approve Kucirek Engineering Incorporated Consulting Services

Discuss, consider and take all necessary action regarding Kucirek Engineering, Inc. (Consultant) to provide consulting services to Gering Public Schools (Owner), Gering, Nebraska for the preparation of Contract Documents required for the Gering Junior High School HVAC Renovation project.

## 9. **Patron Comments**

10 community members addressed the board.

10. **Board Comments**

Board members shared positive and encouraging comments about the Districts changes and events, and also responded to patron comments.

11. **Announcements of Upcoming Events for the Board**

**Future Board Meetings**

Second Special Meeting - Tue, Oct. 26 @ 6:00 p.m.  
(City Council Chambers)

November Regular Board Meeting - Mon, Nov. 15 @ 6:00 p.m.  
(City Council Chambers)

Second Special Meeting - Tue, Nov. 23 NO MEETING

**Tentative Committee Meeting Dates:**

Personnel/Curriculum Committee -- Tue, Nov.2 @ 7:00 a.m.  
(Central Office)

Policy Review Committee -- Tue, Nov. 2 @ 4:30 p.m.  
(Central Office)

Business/Facilities Committee -- Thu, Nov. 4 @ 4:30 p.m.  
(Central Office)

12. **Adjourn**

Meeting adjourned at 7:40pm

## Special Board of Education Meeting

Tuesday, September 28, 2021 12:00 PM

Gering Public Schools - Central Office  
1519 10th Street  
Gering, NE 69341



## Minutes

### 1. GPS Board of Education Information

**Absent:** Brian Copsey, **Present:** Josh Lacy, B.J. Peters, Brady Shaul, Mary Winn.

A motion to excuse Brian Copsey was presented by B.J. Peters, seconded by Josh Lacy. After voting, motion Passed.

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

### 2. Opening Procedures

2.1. Call to Order

2.2. Roll Call

A motion to excuse Brain Copsey was presented by B.J. Peters, seconded by Josh Lacy. After voting, motion Passed.

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

2.3. Excuse Absent Board Member(s) Brent Holliday

### 3. Opening Meetings Act

### 4. Reports and Discussions

### 5. Action Items

5.1. Discuss, consider and take all necessary action regarding the resignation of School Board Member Brent Holliday.

A motion to approve the resignation of Brent Holliday as school board member was presented by Mary Winn, seconded by Brady Shaul. After voting, motion Passed.

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

5.2. Discuss, consider and take all necessary action to recognize the Gering Education Association as Sole Bargaining Agent of Certificated Teaching Staff for 2022-23 Negotiations

A motion to recognize the Gering Education Association as Sole Bargaining Agent of Certificated Teaching Staff for 2022-23 Negotiations was presented by Mary Winn, seconded by Josh Lacy. After voting, motion Passed.

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

5.3. Discuss, consider and take all necessary action to approve the contract for Stacy Rodriguez as Director of Business and Finance.

A motion to approve the contract for Stacy Rodriguez as Director of Business and Finance was presented by Josh Lacy, seconded by Brady Shaul. After voting, motion Passed.

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

5.4. Discuss, consider and take all necessary action to approve an increase to the Substitute Teacher rate of pay as proposed within the attached table.

A motion to approve an increase to the Substitute Teacher rate of pay was presented by Mary Winn, seconded by Josh Lacy. After voting, motion Passed.

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

#### **6. Discuss process to fill board vacancy.**

The Gering School District will follow recommended procedures from the Nebraska Association of School Boards to fill the current board vacancy position as follows: Notice of publication will be, October 5, 2021. Applications will be received at Central Office through Wednesday, October 20th, 4:00 pm MST. Interviews will be held Tuesday, October 26, 2021, 6:00pm at City Council Chambers in Gering Ne. If a candidate is selected, they will be sworn in at the November 15th, 2021 Regular Board Meeting.

#### **7. Announcements of Upcoming Events for the Board**

### **Future Board Meeting**

Regular Board Meeting - Mon, October 18th @ 6:00 p.m. (City Council Chambers)

Second Special Meeting - Tues, Oct. 26 @ 12:00 p.m. (Central Office)

### **Tentative Committee Meeting Dates:**

Personnel/Curriculum Committee -- Tues, Oct 5th @ 7:00 a.m. (Central Office)

Business/Facilities Committee -- Thurs, Oct 5th @ 4:30 p.m. (Central Office)

Policy Review Committee -- Thurs, Oct 14th @ 4:30 p.m. (Central Office)

#### **8. Adjourn**

Meeting adjourned at 12:40

**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

| Approved    1/20/03

Reviewed ~~8/17/09~~2/23/15

Revised 9/14/09

**POLICY 403.7**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

Donations of Collectibles, Gifts, Grants and Bequests

Gering Public Schools may be presented with donations of collectibles, gifts, grants, and bequests. Significant gifts or donations shall be made known to the Superintendent. All decisions about the utilization and disposition of said gifts shall be made by the Board of Education. Any property or funds donated to the school by auxiliary units, other agencies, or individuals, becomes the property of Gering Public Schools and to be used in a manner in keeping with the best interests of the District.

Direct donations of materials, goods, or services from businesses or corporations in excess of \$250 per occurrence must be made directly to the Gering Public Schools Foundation. The Foundation will issue receipts suitable for tax purposes to businesses or corporations that make such donations. Donations of artwork (statues, collectibles, . . . .) will meet IRS requirements and GPS Foundation policies.

Any grant or donation of a capital improvement to any school property or any transfer of real property to the district, regardless of the amount of the improvement or value of the property, shall require prior approval by the Board of Education. Any contracts or professional services, which could include but are not limited to architects and engineers, must meet professional standards of Gering Public Schools. All capital improvement projects must be coordinated with District Operational Services.

**POLICY 403.8**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

Fundraising Activities

Gering Public Schools recognizes that fundraisers help make school activities accessible to students. The District also recognizes a need for restraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, businesses and the general public. The Board requires that great care and restraint be exercised by school level personnel in planning and implementing Fundraising activities. All fundraising for student organizations and school supporting organizations must have prior administrative or board approval prior to commencing any fundraising activities.

Gering Public Schools recognize that fundraising efforts, donations, and public support vary among schools. Gering Public Schools is committed to appropriate distribution of unrestricted funds and the management of fundraising to ensure that the educational and extracurricular opportunities of all students are equitable and fair.

Administrative Requirements for School Fundraising:

1. The building administrator or activities director must approve all fundraising activities.
2. All fundraising proceeds must be administered through a GPS Bulldog Activity Account, through a sanctioned support group account, or through the Gering Public Schools Foundation.
3. Fundraising using online sites must be approved through GPS Foundation:  
The Gering Public Schools Foundation accepts requests and manages funding of classroom projects designed by principals and teachers to enhance the curriculum and promote the success of their students through an online fundraising platform. Staff can access the platform on the GPS Foundation website.
4. Fundraising activities should impact students' education such as support for participation in extracurricular and enrichment activities.
5. Fundraising activities shall not interrupt instructional time.
6. Door-to-door sales by students shall be to friends, family, and neighbors with adult guidance.
7. Gering Public Schools students will not participate in or be present at any fundraiser that involves the sale or promotion of alcohol or tobacco.
8. All funds raised in school-sponsored fundraising activities are public funds and are to be used for the benefit of students and school programs or activities.
9. Administration and staff responsible for the supervision of school-sponsored fundraising activities shall ensure that district policies and guidelines for handling and depositing funds are strictly followed.
10. Materials purchased with funds from school or district sponsored fundraising events become the property of Gering Public Schools.

11. Staff shall refrain from using their position of influence to profit commercially or benefit personally from fundraising.
12. Organizations such as booster clubs shall coordinate fundraising activities with the building administrator, activities director, and/or use the GPS Foundation.
13. Any use of fundraising money or donated goods for capital improvement or furniture expenditures need to have the superintendent's or designee's approval prior to a decision to proceed with the project and must conform to district-wide equipment specifications or guidelines.
14. The Gering Public Schools Foundation office shall be contacted before any solicitation that involves a business or foundation.
15. Direct donations of materials, goods, or services from businesses or corporations in excess of \$250 per occurrence must be made directly to the Gering Public Schools Foundation. The Foundation will issue receipts suitable for tax purposes to businesses or corporations that make such donations.

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**POLICY 403.8R1**  
**GERING PUBLIC SCHOOLS**  
**GERING, NE**

DonorsChoose Fundraising Requirement

The Gering Public Schools and the Gering Public Schools Foundation will begin using DonorsChoose in January 2022. This will replace any former crowd funding platforms and is the only one the district will support.

These administrative guidelines outline the process that must be followed:

- The first step is for the teacher or other staff member to gain approval from the building principal for the project. This must be done before any project may be completed on the DonorsChoose site. Principals should use this form as they consider approval. The principal is responsible to tell the teacher or staff person if the project is approved.
- Note: The principal designated with DonorsChoose as the building lead will receive an email immediately when a project is uploaded. It is the responsibility of that person to be sure the project has been approved. If not, the staff member needs to remove the project immediately or complete the assessment and make a decision about approval immediately.
- Principals need to review project to ensure it meets guidelines and if it could be funded from building, district, or Foundation funds. If the request is for technology hardware and/or software, the request must meet district guidelines.
- After building approval, the teacher or another staff member creates a project and chooses the items included in the project. This project goes on the Donors Choose site and will go through an approval process by DonorsChoose. Projects on DonorChoose are most successful when the teacher writes a compelling description and/or advocates for the project.
- Everything received through DonorsChoose is the property of Gering Public schools and must be inventoried, cared for and used in the same way as other GPS materials or equipment.



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**AGREEMENT FOR CONSULTING SERVICES**

**Date:** 10-14-2021

**To:** Gering Public Schools  
Gering, Nebraska

**From:** Ed Kucirek

**Cc:** File

**Re:** Proposal for Gering Junior High HVAC Renovation Project

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Kucirek Engineering, Inc. (Consultant) shall provide consulting services to Gering Public Schools (Owner), Gering, Nebraska for the preparation of Contract Documents required for the Gering Junior High School HVAC Renovation project. The facility address is 800 Q Street in Gering, Nebraska.

**PART A - SCOPE OF SERVICES**

The scope of services contained herein is based upon Gering Junior High School Mechanical System Economic Life Cycle Rating Evaluation and subsequent discussions with Gering Public Schools.

**Mechanical**

Mechanical systems design shall include design of Variable Air Volume (VAV) and Packaged Rooftop (RTU) systems for replacement of the existing HVAC systems. These systems were selected by Gering Public Schools. Contract Documents shall be prepared to reflect an overall design with various alternates to allow Owner to select initial base construction as per previous discussions.

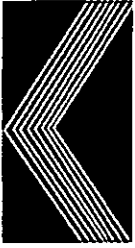
**Electrical**

Electrical systems design shall include power for the HVAC systems and any necessary power for support systems.

**PART B - BASIC SERVICES**

Basic services shall consist of Design Services and Construction Services.

1. Design Services shall consist of the preparation of Contract Documents (Drawings and Specifications) reflecting the scope of work defined in Part A.



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2. Construction Services shall consist of the following:
  - a. Assisting Owner with bidding process and evaluation of bids, if required.
  - b. Perform shop drawing/product data submittal review.
  - c. Provide all necessary clarifications during construction.
  - d. Coordinate with Owner, as needed, to meet construction requirements.
  - e. Site observation visits to become generally familiar with the progress and quality of the work completed, and to determine if the work is being performed in a manner that will be in accordance with the Contract Documents. Quantity of site visits shall be three (3). One site visit shall be performed during the design phase of the project; one site visit shall be conducted during the construction phase, and one site visit performed at completion of the project.
3. The following is not included in the Consultant's Basic Services:
  - a. Reproduction costs associated with printing of documents for review meetings.
  - b. Reproduction costs associated with printing of the Contract Documents.
  - c. Any changes to the Scope of Work. Changes requiring additional work will be billed as additional services.
  - d. Detailed opinions of probable construction costs, reports, studies, etc.
  - e. Asbestos, hazardous, or toxic materials.

The Consultant retains the sole right to negotiate with the Mechanical or Electrical Contractor for correcting errors and omissions of the design performed by the Consultant. Negotiated settlements by other parties shall not be binding upon, nor transferable to the Consultant. The Consultant shall not be responsible for the acts or omissions of the Owner, Owner's other Consultants, Contractor, Subcontractor, their agents or employees, or other persons performing any of the work.

The consultant shall furnish to the Owner, Certificate of Professional Liability Insurance for negligent acts, errors, or omissions, if so requested. Professional liability shall be limited to the amount of Two Hundred Fifty Thousand Dollars (\$250,000).



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**PART C - ADDITIONAL SERVICES**

When requested by the Owner in writing, the Consultant shall perform any additional services as requested. Additional services shall be compensated as set forth in Part E, Subpart 6. Additional services shall include, but not limited to, additional site visits, detailed opinions of probable construction cost, and record drawings after completion of construction (if desired).

**PART D - REIMBURSABLE EXPENSES**

Reimbursable expenses are in addition to compensation for Basic Services which include expenses incurred by the Consultant and Consultant's employees and subconsultants in the interest of the project. Reimbursable expenses shall be for expenses of reproductions, postage and handling of Drawings, Specifications and other documents required for production of Contract Documents, telephone, mileage (at current government rate), meals and lodging (as required). Reimbursable expenses shall be billed at direct cost-plus ten percent.

**PART E - COMPENSATION**

1. Compensation for services described in Part A shall be performed on a "Percent of AS-BID Construction" Basis. The percentage shall be seven percent (7%).

The estimated opinion of probable construction cost is \$ 2,285,060.00. \*

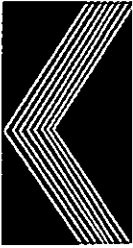
The estimated compensation will be  $\$2,285,060.00 \times 0.07 = \$159,954.00$ .

\*Based upon average range of construction costs for systems selected by owner.

2. Compensation for production of computer based drawings of existing floor plans to be invoiced as a lump sum of Four Thousand Eight Hundred Fifty Dollars (\$4850.00).
3. Progress payments for basic services in each phase shall total the following percentages of the total Basic Compensation Payable:

Construction Document Phase	90%
Bidding or Negotiation Phase	5%
Shop Drawings/Product Data Review Phase	5%
<u>Total</u>	<u>100%</u>

4. Additional Site Visits to be invoiced at a rate of \$1,450.00/Person per site visit (plus meals, mileage\*, and lodging.)  
\*Mileage shall be charged from Omaha, Nebraska to project site meeting location and shall be reimbursed at the standard IRS Business Mileage Rate in effect at the time of travel.
5. Invoices shall be submitted every thirty (30) calendar days and shall be due and payable within thirty (30) calendar days from invoice date.



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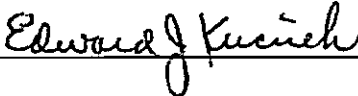
6. Compensation for services performed under Part C shall be One Hundred Ten Dollars (\$110.00) per man-hour expended, plus reimbursement for all out-of-pocket expenses. Services for which an hourly rate would not be applicable shall be negotiated for at time of request.
7. Invoices not paid within thirty (30) days of date of issuance shall have a surcharge of one and one-half (1.5%) percent per month of the invoiced amount.
8. If the project is canceled and/or stopped, through no fault of the Consultant, the Owner shall compensate the Consultant for work performed including and up to the point of stoppage based on estimated compensation in Part E.

Prepared By: Consultant

Accepted By: Owner

KUCIREK ENGINEERING, INC.

GERING PUBLIC SCHOOLS



\_\_\_\_\_  
(Signature)

Edward J. Kucirek, P.E.

Title: President

Date: 10/14/2021

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments: None

**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.

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 1/20/03 Reviewed 2/23/15 Revised 9/14/09

**GERING PUBLIC SCHOOLS  
GERING, NE**

**PUBLIC COMPLAINTS ABOUT EMPLOYEES**

The board recognizes situations may arise in the operation of the school district which are of concern to parents and other members of the school district community. While constructive criticism is welcomed, the board desires to support its employees and their actions to free them from unnecessary, spiteful, or negative criticism and complaints that do not offer advice for improvement or change.

While speakers may, during public meetings, offer objective criticism of school operations and programs, the board will not hear personal complaints concerning district personnel nor against any person connected with the school system unless that complaint is an agenda item having followed the process described below. To do so could expose the board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The board president will direct the patron to the appropriate means for board consideration and disposition of legitimate complaints involving individuals.

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved. Prior to any board consideration however, the following should be completed:

1. Matters concerning an individual student, teacher, or other employee should first be addressed to the teacher or employee.
2. Unsettled matters from (1) above or problems and questions about individual attendance centers should be addressed to the employee's building principal for certificated employees and support staff. At this level, if requested by the administrator, the complainant shall put the complaint in writing.
3. Unsettled matters regarding certificated employees from (2) above or problems and questions concerning the school district should be directed to the superintendent.
4. If a matter cannot be settled satisfactorily by the superintendent, it may then be brought to the board in writing. The board will follow policy 1005.01 in handling public complaints.

Cross Reference:     204.10 Agenda  
                          204.12 Public Participation at Board Meetings  
                          1005.01 Public Complaints

Approved     03/15/10