



Schuyler Community Schools
Board of Education Regular Meeting
Monday, July 13, 2015 6:30 PM
Schuyler Central High School Music Room
401 Adam Street
Schuyler, NE 68661-2400

Attendance Taken at 6:35 PM.

Richard Brabec: Present
Eric Cerny: Present
Holly Hild: Present
Chuck Misek: Present
Virginia Semerad: Present
Brian Vavricek: Present

Present: 6.

I. Call Meeting to Order

STRIVE • COMMIT • SUCCEED - District Mission Statement

Schuyler Community Schools in partnership with parents, students, and the community is committed to educate students to become skilled, knowledgeable and responsible citizens in a global society - District Vision Statement

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education

Meeting was called to order by President Brabec. Board members present - Misek, Hild, Semerad, Brabec, and Cerny; Vavricek was absent. Others present were Superintendent Hoelsing and Curriculum Director Gibbons.

I.A. Pledge of Allegiance

All those present participated in the Pledge of Allegiance.

I.B. Declaration of Open Meeting

This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the hallway outside the Media Center. President Brabec stated that the meeting was preceded by advance notice and was hereby declared to be in open session. He also read the District Mission Statement.

II. Approval of Consent Agenda

Discuss, Consider and Take Action on the consent agenda

Motion to approve the consent agenda Passed with a motion by Eric Cerny and a second by Virginia Semerad.

Brian Vavricek: Absent, Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea

Yea: 5, Nay: 0, Absent: 1

II.A. Agenda

II.B. Minutes

II.C. Acceptance of Claims

II.C.1. Bills of \$5,000 or more

II.D. Financial

II.E. Other Listed Reports

III. Public Forum - We ask that all presentation be limited in their length.

III.A. Recognition of visitors and guests

III.B. Other topics (limited to 5 minutes - subject to guidelines of the Board Participation Policy)

IV. Action Items

IV.A. Board Policy, Handbooks, and Support Programs

This committee is responsible for annual review of board policies, handbooks, and crisis/safety plans. This committee is also responsible for the support and development of support programs(nursing, food service) in the district.

IV.A.1. Consider, discuss, and take action to approve 1st reading of the 2015-16 board policy additions and revisions.

Listed below are the board policy additions and revisions recommended by the NASB Legal Council. We subscribe to their policy program and will have these policies updated on your website upon approval of first reading. Board policies require 2 readings, so we will finalize this process in August prior to the start of the 2015-16 school year. See the outline listed below and the attached policies for greater detail.

The recent legislative session and other changes have led to the following policy additions or revisions:

Policy 204.11 - LB 365 allows schools to keep records in electronic format rather than needing a printed version as the official copy.

Policy 402.01 - LB 627 prohibits discrimination in employment based on the applicant's status regarding pregnancy or childbirth or related medical condition.

New Policy 404.11 - LB 627 requires schools to designate an appropriate area for employees for breast-feeding or expression of milk.

New Policy 508.16 - LB 511 requires schools to establish a return to learn protocol for students returning to school after treatment for pediatric cancer.

Policy 603.01 – Rule 10 has now incorporated a revised set of English Language Arts Standards that schools must adopt or exceed.

Policies 706.03 and 902.04 - LB 431 has revised upward the minimum dollar limits at which a school must take formal bids for construction and remodeling projects, and provided periodic adjustments of that limit.

Policy 902.02 – LB 431 also provides periodic adjustments for the \$100,000 limit at which a board must retain an architect or engineer for construction projects.

Later this month we will also provide a revised and more detailed Policy 905.07 Safety Drills.

Thank you for your interest.

Jim Luebbe
NASB

Policy additions do not require two readings but Dr. Hoelsing stated it was a prudent idea as it gives Board members a thirty-day opportunity to make any changes.

Motion to approve first reading of 2015-16 board policy additions and revisions as presented. Passed with a motion by Holly Hild and a second by Virginia Semerad.
Brian Vavricek: Absent, Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea,
Chuck Misek: Yea, Virginia Semerad: Yea
Yea: 5, Nay: 0, Absent: 1

IV.A.2. Consider, discuss, and take action to approve an interlocal agreement with the Colfax County Attorney's Office for the Truancy Program.

During the 2014-15 school year, the Colfax County Attorney was awarded a grant to improve student attendance. This program is designed to be of a friendly and problem-solving nature supported by positive incentives and appropriate consequences. The Truancy Program builds upon the basis that every child is entitled to, capable of and responsible for his/her education, with the ultimate responsibility for the child's attendance at school being with the parent or guardian.

Last year, the program was operated out of the County Attorney's office. We believe this program will be much more effective if the employee was housed at the school building. Her role will include direct consultation with staff, guidance counselors and principals as well as with students and their parents. We have an office at the high school

building, just off the east gym, and in the main hallway of the building. This will make her more accessible to students and staff.

See attached information for more details about the program.

The district had access to the services of a truancy officer in 14-15 but administrators did not see a lot of interaction. In 15-16, the officer will be housed in an office at SCHS for 35-hours per week, in order to have better communication with administration, staff, and students. This position is paid for by a grant.

Motion to approve an interlocal agreement with the Colfax County Attorney's Office for the Truancy Program. Passed with a motion by Virginia Semerad and a second by Richard Brabec.

Brian Vavricek: Absent, Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea
Yea: 5, Nay: 0, Absent: 1

IV.B. Building, Grounds, and Transportation

This committee is responsible for recommending approval of building/grounds and transportation programs, vehicle replacement schedule, building and maintenance and upgrade schedule.

IV.B.1. Consider, discuss and take action to approve the Rec Center Building Plans and Bid Process.

Chuck Misek, Rich Brabec, and Virginia Semerad met with the architect Ryan Stearns on the proposed building plans for the community rec center project. After review, the committee agreed to release the plans for the bidding process. We recommended the bids accepted as one project bid, or with independent contractors bidding portions of the project. The benefit of allowing bid options allows local contractors to bid portions of the project as well as the cost benefit of a general contractor managing the whole project. The bids will be due in 3 weeks, which gives the committee time to value engineer if necessary to improve the cost or change of materials recommended in this project. The Building Committee met previously to look over the specs for the new Recreation Center and to set parameters for the bidding process. They would like to see local trades people also involved in the construction. There will be a "value engineering" allowed with a span of one week between the opening and awarding of bids.

Motion to open the community rec center bid process on Tuesday, July 14th and set the bid opening at 1:00 PM on Tuesday, August 4th. Passed with a motion by Holly Hild and a second by Eric Cerny.

Brian Vavricek: Absent, Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea
Yea: 5, Nay: 0, Absent: 1

IV.C. Governance: Public Relations, Technology, and Planning

This committee is responsible for recommending the annual district calendar, strategic planning process, technology, and promoting positive public relations and communications program.

IV.C.1. Consider, discuss, and take action to approve contracts for office space at the Homestead Center for the Community Resource Center and the Extension Educator/Community Liaison Position.

The south side of the old Homestead Bank has been remodeled and rental space (8 Offices) are available for community programs. The Chamber, Schuyler Community Development, CCC, are relocating to the building. We are recommending moving two programs to the Homestead Center for the 2015-16 school year.

1. **Community Resource Center:** We were housing this program in what is now the Special Education Office. Our School Psychologist and his office used to be in one of the portable classrooms at the preschool. During the 2014-15 school year, we moved to what was the Community Resource Center. During the school year, we had few parents/patrons take advantage of this program. We believe with better coordination and location, we may be better able to provide access to the education center, translation services, etc... **\$150 per month.**

2. **Extension Educator:** We received a grant to fund a full-time extension coordinator for the school district. This is a 12-month, non-tenured position. The major responsibility of this position is to provide regional leadership for University of Nebraska-Lincoln Extension's Youth Development Action Team through a partnership with the Nebraska Children & Families Foundation. The outcome of this focused extension educational program for communities includes: specifically targeting the communities of Schuyler, Norfolk and Columbus with the development and growth of partnership aimed at raising the level of expanded learning opportunities for youth in these communities. **\$200 per month.** This is a one-year lease that will automatically renew unless notice is given 6 months prior to the end of the term. We will include this rent in our grant programs. See the attached contract for space in the Homestead Center.

The Community Resource Center, previously housed in a modular classroom at SMS will be moved to an office at the newly constructed Homestead Center in the downtown area. The hope is to attract more district patrons to participate in the programs and services offered. Discussion has taken place with Central Community College and with Cargill Learning Center to avoid duplication of services and also to offer a program, if the need exists. In addition, the district also received a grant to fund a full-time extension coordinator. This is a twelve-month, non-tenured position. The major responsibility of this position is to provide regional leadership for University of Nebraska-Lincoln Extension's Youth Development Action Team through a partnership with the Nebraska Children & Families Foundation. These services will be offered at the Homestead Center.

Motion to approve contracts for office space at the Homestead Center for the Community Resource and Extension Educator Programs Passed with a motion by Richard Brabec and a second by Virginia Semerad.

Brian Vavricek: Absent, Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea
Yea: 5, Nay: 0, Absent: 1

IV.C.2. Consider, discuss, and take action to approve the updated Foundation Bylaws and Articles of Incorporation.

See attached information

The SCS Foundation needs to be separated from the SCS District due to financial reasons. By updating the by-laws of the Foundation this has been achieved. The separation also protects the District from any liability.

Motion to approve the updated Foundation Articles of Incorporation and By-Laws as presented. Passed with a motion by Chuck Misek and a second by Virginia Semerad. Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

IV.C.3. Consider, discuss, and take action to approve the resolution to adopt the Lower Platte North Natural Resources District Multi-Jurisdictional Hazard Mitigation Plan Federal Disaster Mitigation Act of 2000 was signed in to law on October 30, 2000, placing new emphasis on state and local mitigation planning for natural hazards and requiring communities to adopt a hazard mitigation action plan to be eligible for pre-disaster and post-disaster federal funding for mitigation purposes.

A multi-jurisdictional Hazard Mitigation Plan was prepared by Lower Platte North Natural Resources District, with assistance from JEO Consulting Group, Inc. of Lincoln, NE, which includes the Schuyler Community Schools.

This plan with cities, counties, and school districts is designed to lessen the effects of disasters by increasing the disaster resistance of the Natural Resources District. The participating jurisdictions located within the planning boundary by identifying the hazards that affect the Schuyler Community Schools and prioritize mitigation strategies to reduce potential loss of life and property damage from those hazards.

This act requires public entities to formally approve the resolution to adopt the hazard mitigation plan.

A multi-jurisdictional Hazard Mitigation Plan was prepared by Lower Platte North Natural Resources District, which includes the Schuyler Community Schools. The city and county have approved the plan thus the District must approve what the city and county have approved.

Motion to approve the Lower Platte North Natural Resources District Multi-Jurisdictional Hazard Mitigation Plan Passed with a motion by Eric Cerny and a second by Richard Brabec.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

IV.C.4. Consider, discuss, and take action to approve 2015-16 membership with the Nebraska Rural Community Schools Association (NRCSA)

Attached is the annual membership renewal with the Nebraska Rural Community Schools Association (NRCSA). See attached information for details on services provided by the Association for the 2015-16 school year. Dues for the 15-16 school year remain the same as 2014-15 at \$700. See attached information.

Motion to renew the annual board membership with the Nebraska Rural Schools Association for the 2015-16 school year. Passed with a motion by Virginia Semerad and a second by Brian Vavricek.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

IV.D. Budget, finance, negotiations, and personnel

This committee is responsible for budget, finance, and contract negotiations with administration, certificated staff, and support staff.

IV.D.1. Consider, discuss, and take action to approve administrative recommendation on new hires for the 2015-16 school year.

We are recommending moving Guadalupe Marino to the special education administrative assistant position and moving Heather Bebout to the SES technology teacher/afterschool director position. We are reducing the afterschool director position to a part-time certified teacher position in order for us to develop the program to better serve our K-8 high ability learner and STEM program interests. Heather was teaching 2nd grade, so we are recommending hiring **Amanda Larsen** for that position.

We are also recommending hiring **Sidnee Pavel** through the County Attorney's office for 35 hours per week for 9 months. The salary for this position will be reimbursed monthly through the County Attorney's grant. They are increasing the hours from 25 to 35 hours per week throughout the school year.

We received an additional early childhood specialist through an expanded Sixpence Grant. This grant pays for an additional home services provider for our birth to 5 program. We are recommending **Vanesa Munoz** for this expanded position.

Guadalupe Marino will move to the Special Education Administrative Assistant position and Heather Bebout will be moving to the SES Technology teacher/Afterschool Director position. Amanda Larsen has been recommended to teach 2nd grade. Also recommended is hiring Sidnee Pavel as a truancy officer through the County Attorney's office for 35-hours per week for nine months and Vanesa Munoz for the position of Early Childhood Specialist through an expanded Sixpence Grant.

Motion to approve administrative recommendation to hire Amanda Larsen, Vanesa Munoz and Sidnee Pavel for the 2015-16 school year. Passed with a motion by Richard Brabec and a second by Virginia Semerad.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

IV.D.2. Consider, discuss, and take action to approve the contract with Pekny and Associates, CPA's, PC for the 2014-15 District Audit

Pekny and Associates have been doing Schuyler Community Schools' annual audit of financial statements, reviewing your schedule of assets, receipts, expenditures, and fund balances. See attached contract for details included in the annual audit.

Past experience with Pekny and Associates has been very positive with the auditors always willing to meet with the Finance Committee in advance of the final audit.

Motion to approve the contract with Pekny and Associates for the 2014-15 District Audit Passed with a motion by Virginia Semerad and a second by Holly Hild.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

IV.D.3. Consider, discuss, and take action to approve Cargill repayment plan for 2010 overpayment of taxes.

We received notice that the Nebraska Supreme Court made their final decision on personal property taxes paid in 2010. The refund of tax or penalty shall be satisfied as soon as practical and in no event later than five (5) years from the date of the order. We received the order on May 14, 2015.

The board of education will need to take action identifying the repayment schedule of \$211,362.56. See options below.

	Option 1		Option 2		Option	
3	Option 4					
1/1/2016	\$42,272.51	1/1/2019	\$105,681.28	1/1/2020	211,362.56	?
????						
1/1/2017	\$42,272.51	1/1/2020	\$105,681.28			
1/1/2018	\$42,272.51					
1/1/2019	\$42,272.51					
1/1.2020	\$42,272.52					

See attached documents

SCS received notice that the Nebraska Supreme Court made their final decision on personal property taxes paid in 2010. The refund of tax or penalty to Cargill shall be satisfied as soon as practical and in no event later than five (5) years from the date of the order. SCS received the order on May 14, 2015. The School Board chose to repay 50% on January 1 of 2019 and the remaining 50% on January 1 of 2020. Repayment will be made through the Colfax County Treasurer's office before the monies reach the District's general fund.

Motion to approve the proposed plan for 2010 tax refund to Cargill Meat Solutions.

Passed with a motion by Brian Vavricek and a second by Eric Cerny.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia

Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

V. Discussion Items and Reports

V.A. Directors Reports

Summer School Report – We have been running various summer school opportunities all summer. I haven't received all my reports yet, so this is what I'm aware of regarding the number of students we've had. These numbers do not include special education students who receive extended year services on an Individual Education Plan.

- In June we had a Warrior Academy Camp. This camp was run similarly to the afterschool program at SES and SMS. Students were able to participate in various clubs that included reading, fitness, nutrition and exercise, yarn work, pottery, Spanish. Entrepreneurship from CCC, woodworking, painting, recorder choir, drawing, sports clubs (volleyball, basketball, wrestling), garden crafts, and poetry. We had 183 students come to the June session.

- SCHS Summer School: We had 40 high school students attend summer school and complete course work in June. This number does not include our ELL students.
- In July, students are involved in a Science, Technology, Engineering and Math (STEM) Camp. Students do projects that integrate these concepts. At the middle school level, students are creating movies, creating their own mobile apps, working on robotics and other engineering and participating in an PE activities using our SPARK Curriculum. We have had 32 students attend. At the elementary level, science, math and engineering concepts are mixed with literacy for their summer camp. We have had 164 students attend at least one day.
 - 4th grade students are studying weather and doing science experiments related to weather while reading the novel, “Night of the Twisters.” by Ivy Ruckman.
 - 2nd and 3rd grade students are doing physical science experiments and writing about them, learning about the solar system, weather and magnets.
 - 1st grade is learning about zoology.
 - Kindergarteners are working on magnetics, building bridges, force and motion, Oceanography, weather and food.

Attendance at the various summer schools has been about 70% of the students who registered in May. Parents were contacted the first week the summer schools were offered to an attempt to increase participation. To comply with State Attendance reports, a student must attend three-hours per day for twelve days. The grant that is used for summer school requires a 70% attendance rate.

V.B. Superintendent's Report

1. **NASB Area Membership Meeting:** Norfolk - September 23rd Register by Sept. 16th. See attached information.
2. **Preschool Update:** Three of the last four portable classroom buildings at the preschool have been moved. Weather permitting the last one will be moved out within the week. Work on the second floor is ahead of schedule. There were a few unexpected setbacks with plumbing and problem with the design of the second floor hallway, but things seem to be back on track. The contractors and our employees have done a great job of working together throughout the summer. We are still on target to be completed August 1st.
3. **School Vehicles:** The old school van was sold for \$800. The new bus will be here next week.
4. **Misc Items:** The old foundation located to the south of SCHS has been torn down and removed. The last portable classroom at the preschool location is scheduled to be removed by Friday.
5. **District Census:** We are required to complete a district census for students between 5 and 18. Attached are the census reports for 2014 and 2015. The district census report is an annual requirement.
6. **School Opening:** Administrators will be going to Kearney for Administrator Days Meetings at the end of the month. New teachers will meet on Tuesday, August 11th. Crisis Team Administrative and First Responder training will be on Tuesday, 12:30-4:00. Elementary staff will train on Wednesday, Middle school and High school staff on Thursday. Support staff on Friday afternoon. All staff meeting will be on Friday morning. We will begin with coffee and rolls at 8:00 AM. Last year, the board hosted lunch for staff. We need to know if this is a possibility again this year.

The remodel of the SCS Preschool is on schedule for completion on August 1. The remaining modular classroom at the same location should be moved by the end of the week. The school census shows an increase of 50 students for 15-16 in the age bracket of 5 years to 18 years. New teachers to the district will meet on August 11. Crisis Team training will begin on Tuesday, August 11 and run through Friday, August 14 with various staff training at predetermined times.

V.C. Board Member/Committee Reports

The Schuyler Community Schools Foundation approved new by-laws at the July 6 meeting. Plans continue to be made for a fundraiser golf tournament, a Labor Dance, and a basketball tournament. The \$100,000 fundraising goal is on track to meet or exceed the goal.

VI. Correspondence Items

Thank you notes were received from Lois Cockson, Sheri Melick, Matt Turner, Peg Aldrich, and Trent Faltys.

VII. Adjournment

Motion to adjourn the meeting at 7:38 P.M. Passed with a motion by Brian Vavricek and a second by Holly Hild.

Richard Brabec: Yea, Eric Cerny: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia

Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0