

David City Public School Board of Education
Regular Board Meeting
Monday, May 13, 2013 7:00 PM
David City High School Media Center
750 D St.
David City, NE 68632-1724

1. Call Meeting to Order
 - 1.1. Open Meetings Statement
 - 1.2. Public Forum
2. Consent Agenda
 - 2.1. Approve minutes of the regular meeting.
 - 2.2. Approve Claims Against the District
 - 2.3. Financial Reports
3. Staff and Student Involvement
4. Board Committee Reports: Report from Curriculum committee meeting; Planning document from building committee meeting
5. Administrative Reports
 - 5.1. Mr. Phillips
 - 5.2. Mr. Lentz
 - 5.3. Mrs. Windham
 - 5.4. Mr. Lockyer
 - 5.5. Mrs. Coon
6. Old Business
 - 6.1. Second reading of policies #4200, 4201, 4210, and 4220 related to Personnel-Classified Staff.

7. New Business

7.1. Presentation of the technology plan and purchase requests for the 2013-2014 school year.

7.2. First reading of policies #4230, 4240, 4250, and 4260 related to classified staff.

7.3. Discuss and consider action on building and grounds projects.

7.4. Consider and take action on approval of of a local substitute certificate for Sandra Coon.

7.5. Consider purchase of a used 2012 bus from Central States bus sales for a price of \$69,500.

8. Personnel

8.1. Consider and take action on classified staff salaries for 2013-2014.

8.2. Consider and take action on salary increase for the athletic director.

8.3. Consider action to approve employment contracts.

8.4. Consider an executive session for the protection of public interest and to protect needless injury to the reputation of an individual and the individual had not requested a public meeting. The information shared in executive session is limited to this topic

9. Adjournment

MINUTES- Regular Monthly Meeting
DAVID CITY PUBLIC SCHOOL BOARD OF EDUCATION
April 8, 2013

Notice of the meeting was given in advance by publication and posting to meet the legal requirements for public notice of meetings. The meeting notice was published in the Banner Press, a publication established for general circulation within the district and posted on the front door of each school building and the David City Post Office. Notice of this meeting was given in advance to all members of the Board of Education. A current copy of the agenda for such meeting was available in the Superintendent's office and on the district's web site. All proceedings of the Board of Education except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public.

I. The meeting was called to order at 7:00 p.m.

I.A. Board members present: Mrs. Danielson, Mr. Otte, Mrs. Vandenberg, Mr. Kirby, Mrs. Summers (arrived 7:02), and Mr. Olson (arrived 7:06).

Administrators present: Superintendent Phillips, Principal Lentz, Principal Lockyer, Principal Coon, and Principal Windham.

Also present: Cortney Couch, Tracey Behrns, and Lisa Bales.

Mr. Otte, Board President, informed the public that a copy of the Nebraska Open Meeting Law was available for inspection.

I.B. Public Forum-None

II. Consent Agenda

II.A. Approved minutes of the March 11, 2013 regular meeting,

II.B. Approved Claims against the District

II.C. Financial Reports Reviewed

Motion to approve the consent agenda for items II-A through II-C passed with a motion by Mark Kirby and a second by Mark Otte. Motion carried 6-0

III. Staff and Student Involvement-Lisa Bales and Tracey Behrns presented information on the Middle School House program reviewing the history and describing how the program had changed for the 2012-2013 school year as well as noting future plans and expectations.

IV. Board Committee Reports-The building committee had met and discussed building projects to be discussed in detail during new business. The superintendent noted that another building committee meeting will be scheduled soon to have a walk-through in all buildings.

V. Administrative Reports

V.A. Mr. Phillips confirmed board member involvement in the upcoming graduation ceremony. Mr. Otte will provide a welcome from the Board. Mrs. Danielson, Mrs. Vandenberg, and Mr. Kirby will assist with diploma presentations.

V.B. Mr. Lentz reported on progress with NeSA tests and mentioned that principals and teachers were completing their last two days of Marzano training on Monday and Tuesday.

V.C. Mrs. Windham described her proposal for an alternate setting for in and out of school suspension. She proposed setting up a location where a student would spend the day at school supervised by a teacher and only be allowed to leave if there is a safety issue. Currently an out of school suspension is viewed as a day off at home or in-school suspension location is not appropriate. With the use of Skype students could watch classes.

V.D. Mr. Lockyer also noted that NeSA testing was taking place and described concerns about academic progress for a student in a contracted setting with a proposal to change the placement.

V.E. Mrs. Coon reported that 4th through 6th grade students at Bellwood would be participating in a science and social studies fair and described a school to school run that the wellness committee is working on for an activity tentatively scheduled on August 17th adding that 4 Corners health department may be interested in sponsoring.

VI. Old Business-No old business.

VII. New Business

VII.A. Motion to set K-12 breakfast at \$1.35 and adult breakfast set at \$1.75; K-6 lunch prices set at \$2.45; 7-12 lunch price set at \$2.70; adult lunch price set at \$3.20 and milk price set at \$.35 for the 2013-2014 school year passed with a motion by Linda Vandenberg and a second by Julie Danielson. Motion carried 6-0

VII.B. Motion to maintain the same monthly rate for preschool tuition for the 2013-2014 school year at \$75 per month with free and reduced tuition based on qualifications met through the national school lunch program passed with a motion by Linda Vandenberg and a second by Stephanie Summers. Motion carried 6-0

VII.C. Motion to set 2013-2014 admission prices for athletic events the same rates as the 2012-2013 school year allowing free admission for all 7-12 grade David City Public students passed with a motion by Mark Otte and a second by Nathan Olson. Motion carried 6-0

VII.D. Motion to approve the professional development agreements for Reading Mastery and Corrective Reading to pay for fees for contracted trainers and stipends for non-contract time for teachers and para-educators passed with a motion by Nathan Olson and a second by Mark Otte. Motion carried 6-0

VII.E. Motion to hire Pam Kabourek to complete the census for District 56 and to set her compensation at \$900 passed with a motion by Linda Vandenberg and a second by Nathan Olson. Motion carried 6-0

VII.F. Motion to approve an application for a local substitute certificate for Christopher Beiermann passed with a motion by Julie Danielson and a second by Mark Otte. Motion carried 6-0

VII.G. Motion to accept the bid from Osborn Sales and Service to furnish and install 2 Bradley Shower Towers in the girls locker room and 2 Shower Towers in the boys locker room at the high school at a cost of \$6489 each to be paid from the building fund passed with a motion by Mark Otte and a second by Mark Kirby. Motion carried 6-0

VII.H. Motion to approve the proposal from Control Masters to remove the Johnson Metasys System and replace it with Schneider Vista for the fee of \$23,645 to be paid from the building fund passed with a motion by Julie Danielson and a second by Mark Otte. Motion carried 6-0

VII.I. Motion to approve a bid from Vandenberg Electric to replace old fixtures and add to the exterior lighting and interior shop area hall lighting at the high school for a total cost of \$21,041 to be paid from the building fund passed with a motion by Mark Kirby and a second by Mark Otte. Motion carried 6-0

VII.J. Motion to approve the first reading of policies #4200, Qualifications of Non-Certificated Employees, 4201 "At Will" Employees, 4210, Hiring/Dismissal, and 4220, Contract passed with a motion by Nathan Olson and a second by Julie Danielson. Motion carried 6-0

VIII. Personnel

VIII.A. Motion to accept the resignations from Jordan Rettele, 5th grade at Bellwood, Dee Schatz, 6th grade at David City Elementary, and Nita Phillips, special education Para-educator effective at the end of the current school year passed with a motion by Mark Otte and a second by Julie Danielson. Motion carried 6-0

VIII.B. Motion to approve the contracts with Kelly Cronin as special education life skills teacher, Cortney Couch as assistant 7-12 principal, Rob Scheffler as HS English/Journalism teacher, and Valerie Barnhart as MS/HS Language Arts teacher for the 2013-2014 school year passed with a motion by Stephanie Summers and a second by Mark Otte. Motion carried 6-0

VIII.C. Motion to set salaries for the principals at 4% increase and an additional \$5000 stipend for Mrs. Coon as special education director passed with a motion by Mark Otte and a second by Stephanie Summers. Motion carried 6-0

VIII.D. Motion to approve the payment of Mr. Phillips' membership in NARSA and pay for two months (July and August) of health insurance equal to the current EHA plan passed with a motion by Julie Danielson and a second by Mark Kirby. Motion carried 6-0

IX. Motion to adjourn the meeting at 9:26 p.m. passed with a motion by Mark Otte and a second by Mark Kirby. Motion carried 6-0

Linda Vandenberg, Secretary, Board of Education

ACCOUNTS PAYABLE - May 2013

ADVANCED EDUCATION INC	\$1,950.00	2013-14 ACCREDITATION FEES
ADVANCED EDUCATION INC	\$20.00	LEAD EVALUATOR TRAINING
ADVANCED OFFICE AUTOMATION	\$5.52	COPIER LEASE
AMAZON	\$296.21	MEDIA CENTER SUPPLIES
ANDEL, JODI	\$61.04	LITERACY NIGHT REIMBURSEMENT
AWARDS & ENGRAVING	\$98.00	RETIREMENT AWARDS
BLUE CROSS & BLUE SHIELD	\$1,080.86	KAMRATH INSURANCE
BEHRENS, ALICE JANE	\$27.69	INSTRUCTIONAL SUPPLIES
BEHRENS, KEVIN	\$101.25	SPED SUPPLIES
BELLWOOD C STORE	\$66.23	FUEL
BJS HARDWARE	\$536.05	SUPPLIES
BUTLER COUNTY CLINIC	\$95.00	BUS DRIVER PHYSICALS
BUTLER COUNTY WELDING	\$197.87	POSTAGE & INSTRUCT. SUPPLIES
CENEX FLEET	\$1,076.04	FUEL
CENTRAL COMM COLLEGE	\$120.00	SCHOOL HEALTH CONFERENCE
CENTRAL NE REHAB SERVICES	\$4,046.01	SPED CONTRACTED SERVICES
CGS MUSIC	\$20.00	CONTRACTED SERVICES
CIC INFINITE CAMPUS	\$1,998.00	STUDENT/STAFF MANAGEMENT SYS
COLUMBUS PUBLIC SCHOOLS	\$4,936.40	SPED CONTRACTED SERVICES
COLUMBUS TELEGRAM	\$1,274.55	ADVERTISING
CONTROL MASTERS	\$637.32	SUPPLIES
CORNHUSKER INTERNATIONAL TR	\$183.50	BUS REPAIR
COUNCIL FOR ECONOMIC EDUC	\$32.95	INSTRUCTIONAL SUPPLIES
DALES FOOD PRIDE	\$418.49	SUPPLIES
DC AUTO PARTS	\$258.05	CUSTODIAL SUPPLIES/INSTRUCT
DIETZE MUSIC	\$48.00	CONTRACTED SERVICES
EAKES OFFICE PLUS	\$3,529.82	COPIER LEASE/SUPPLIES
E STREET PHARMACY	\$5.53	HEALTH SUPPLIES
ESU#2	\$4,400.00	MRL ACADEMY
ESU#7	\$3,500.00	DISTANCE LEARNING MEMBERSHIP
ESU#7	\$3,774.31	DISTRICT PAPER ORDER
ESU #7 SPECIAL EDUCATION	\$39,471.09	SPED CONTRACTED SERVICES
ESU COORDINATING COUNCIL	\$500.00	CRISIS TRAINING
EXEMPLAR INC	\$4,400.00	SUMMER TRAINING
FAIRFIELD INN & SUITES	\$918.55	NDE DATA CONFERENCE
FATHER FLANAGAN	\$1,863.75	SPED CONTRACTED SERVICES
FIREGUARD	\$456.95	BOYS LOCKER RM DETECTOR
FLOWER DESIGNS BY JF	\$50.00	INSTRUCTIONAL SUPPLIES
FORNEY REPAIR	\$10,090.30	BUS REPAIR
FREMONT INDUSTRIES INC	\$299.25	REPAIRMAN
HARRIS COMPUTER SYSTEMS	\$6,456.19	AA, AE, EREQ& FA MAINTENANCE
HARTMAN AUTO	\$292.86	SMALL VEHICLE/BUS REPAIR
HARVEY, KATRINA	\$79.10	SPED PK MILEAGE REIMBURSEMENT
HIRERIGHT SOLUTIONS	\$213.00	DOT ANNUAL FEE
INSECT LORE	\$29.98	INSTRUCTIONAL SUPPLIES
JACKSON SERVICES	\$26.40	CUSTODIAL SUPPLIES

JONES SCHOOL SUPPLY CO	\$50.00	NOTARY BOND
JOSTENS	\$135.85	GRADUATION SUPPLIES
JW PEPPER & SONS	\$72.59	INSTRUCTIONAL SUPPLIES
KARPISEK, DON	\$20.00	CDL/BUS LICENSE REIMBURSEMENT
KEEP NEBRASKA BEAUTIFUL	\$35.00	ANNUAL MEMBERSHIP
KOBZA MOTORS	\$198.40	SMALL VEHICLE
KRENK, NANCY	\$137.86	MILEAGE REIMBURSEMENT
LENTZ, BILL	\$32.36	MEAL REIMBURSEMENT
LIBRARY WORLD INC	\$1,275.00	MEDIA CENTER SUPPLIES
MASTERS TRANSPORTATION	\$31.28	BUS REPAIR
MIDWEST REFUSE	\$359.10	CONTRACTED SERVICES
MOSIAC	\$2,101.68	SPED CONTRACTED SERVICES
NE COUNCIL OF SCHOOL ADMIN	\$1,050.00	CONFERENCES
NE FFA ASSOCIATION	\$243.00	STATE FFA FEES
NETA CONFERENCE	\$825.00	CONFERENCE FEES
NORTHSIDE	\$6,937.55	FUEL
OFFICENET	\$257.31	SUPPLIES
OLTMER, HEATHER	\$8.48	SPED PK MILEAGE REIMBURSEMENT
OMAHA TRUCK CENTER	\$111.72	BUS REPAIR
OMAHA WORLD HERALD	\$2,475.90	ADVERTISING
ONE SOURCE BACKGROUND CHECK	\$75.00	BACKGROUND CHECKS
ORIENTAL TRADING COMPANY	\$161.70	INSTRUCTIONAL SUPPLIES
OSBORN SALES & SERVICE	\$150.67	CUSTODIAL SUPPLIES
PAYFLEX SYSTEMS	\$258.10	2 MONTHS ADMIN FEES
PERRY, GUTHERY, HAASE LAW	\$3,160.50	LEGAL SERVICES
RAMADA INN	\$763.00	STATE SPEECH ROOMS
REHMER AUTO PARTS	\$91.11	INSTRUCTIONAL SUPPLIES
ROBINSON, LORI	\$348.05	2 MONTHS MILEAGE REIMB
SACK LUMBER	\$92.66	INSTRUCTIONAL SUPPLIES
SAFETY-KLEEN	\$208.38	CONTRACTED SERVICES
ST MARY'S CATH SCHOOL	\$3.00	TITLE 1 ROOM RENT
SCHMITT MUSIC	\$13.65	CONTRACTED SERVICES
SCHOOL LUNCH FUND	\$144.55	SUPERVISOR MEALS
SCHOOL NURSE SUPPLY	\$308.93	HEALTH SUPPLIES
SCHOOL RIBBON.COM	\$53.00	DCE STUDENT AWARDS
SEMINOLE ENERGY	\$4,041.91	NATURAL GAS
SEWARD BOWL	\$190.14	SPED SUPPLIES
SHELL FLEET	\$603.78	FUEL
SIFFRING, BRENDA	\$56.50	MILEAGE REIMBURSEMENT
STEAGER LAWN SERVICE	\$300.00	CONTRACTED SERVICES
STOP INN	\$38.00	SPED SUPPLIES
SUBWAY	\$71.13	SPED SUPPLIES
THE PRESIDENT'S CHALLENGE	\$246.34	DCE STUDENT AWARDS
THERMAL SERVICES	\$5,494.20	CONTRACTED SERVICES
THIEM, TAHNER	\$163.45	REPLACEMENT VIDEO
TIME FOR KIDS	\$477.36	INSTRUCTIONAL SUPPLIES
TRUE VALUE	\$113.69	SUPPLIES
U&I SANITATION SERVICE	\$90.00	BLWD SANITATION SERVICE
UN-LINCOLN	\$188.00	CDE REGISTRATION

UNITED EQUIPMENT SERVICES CO	\$597.50	BASKETBALL HOOP REPAIR
UNIVERSITY OF OREGON	\$315.00	ANNUAL DIBELS DATABASE
US BANK	\$333.18	SUPPLIES & CONFERENCE FEES
VILLAGE OF BELLWOOD	\$124.59	CONTRACTED SERVICES
VILLAGE OF BELLWOOD-EQUIP FUND	\$412.50	SNOW REMOVAL
WIGGINS, ROBERT	\$214.70	SPED MILEAGE REIMBURSEMENT
WINDSTREAM	\$1,453.26	TELEPHONE/INTERNET SERVICE
ZEGERS HOME CENTER	\$1,010.00	CUSTODIAL SUPPLIES
SUB TOTAL	\$138,667.72	
BUTLER PUBLIC POWER DISTRICT	\$2,165.08	BLWD ELECTRICITY
CREATIVE CENTER	\$49.00	DETMER WORKSHOP FEE
DAVID CITY UTILITIES	\$9,378.37	UTILITIES
FIVE POINTS BANK	\$1,386.97	COPIER RENTALS
LINCOLN CHILDREN'S MUSEUM	\$180.00	DCE FIELD TRIP
HENRY DOORLY ZOO	\$296.00	BWLD FIELD TRIP
PAYPAL	\$255.65	COMPUTER REPAIR
WAYNE STATE COLLEGE	\$60.00	WAYNE STATE MATH DAY
SUB TOTAL	\$13,771.07	
GRAND TOTAL	\$152,438.79	

Personnel - Non-Certificated Employees**Qualifications of Non-Certificated Employees**

Non-certificated employees shall meet the statutory license requirements and such other qualifications as may be determined by the Board and the Superintendent.

Date of Adoption: May 13, 2013

Personnel - Non-Certificated Employees**"At Will" Employees**

All non-certificated employees and non-certificated assignments shall be employed on an "at will" basis. Non-certificated employees shall have no property right in continued employment and need not be accorded a hearing or any other procedural or substantive due process, prior to termination of their employment.

Nothing in board policy, administrative regulations or practices, employee handbooks, or in any evaluation instrument or in the appraisal process or program for non-certificated employees shall or is intended to create or be a contract or part of a contract with a non-certificated employee which shall in any way be construed to be contrary to the "at will" employment of non-certificated employees. No administrator or other employee of the school district has any authority to enter into any agreement of employment with a non-certificated employee for any specific period of time or to make any agreement contrary to an at-will employment relationship.

Date of Adoption: May 13, 2013

Personnel - Non-Certificated Employees**Hiring/Dismissal**

The Board of Education hereby delegates to the Superintendent the authority to hire, suspend and dismiss non-certificated employees (employees in positions that do not legally require a teacher or administrative certificate) on behalf of David City Public Schools. Such authority shall be exercised in compliance with the policies of the Board of Education. The Board of Education reserves the authority to modify or reverse any such action taken by the Superintendent.

Dismissal of non-certificated employees shall be on an at-will basis; as such employees are subject to termination at any time without cause, without prior disciplinary action or progressive discipline, and irrespective of the lack of any evaluation or the irregularity in any evaluation process.

Date of Adoption: May 13, 2013

Personnel - Non-Certificated Employees**Contract**

All non-certificated employees shall be required to sign an "at will" employment contract with the school district as a condition precedent to employment or continued employment with the school district. The non-certificated "at will" employee contract shall be in the form as proposed by the Superintendent and approved by resolution of the Board of Education.

Date of Adoption: May 13, 2013

Personnel - Non-Certificated Employees

Assignment and Transfer

Each non-certificated employee shall be assigned to a position at the direction of the Superintendent and may be transferred to any other position as the Superintendent may direct.

Date of Adoption: June 10, 2013

Personnel - Non-Certificated Employees

Complaint Procedure

The normal procedure to be followed by each employee regarding a personal complaint related to his/her employment is to discuss the matter in a personal conference with the school principal or with the supervisory officer directly in charge. When the nature of the complaint dictates otherwise, the employee is entitled to present the complaint to any higher supervisory officer. An unsatisfactory result with the school principal or with the supervisory officer may be taken to the Superintendent.

Date of Adoption: June 10, 2013

Personnel**Non-Certified Staff****Bus Drivers**

Bus drivers are selected from qualified applicants by the superintendent and recommended to the Board of Education for employment. Bus drivers must meet all the requirements prescribed by Nebraska Law.

Regular bus drivers are paid at a rate established annually by the Board of Education. Bus drivers receive three days sick leave per year non-accumulative with one of those days available to be used for personal leave with the permission of the administration. Bus drivers are entitled to none of the insurance benefits.

Bus drivers will be paid at an hourly rate established annually by the Board for school activity and field trips.

Except as may otherwise be established by the Board, the pay for each trip on a regular route shall be the total annual pay divided by the total scheduled trips. This amount shall be deducted for each trip that a substitute must be hired. Substitute drivers will be paid an amount calculated according to the procedures outlined above.

Legal Reference: Neb. Rev. Stat. ' 79-608
 NDE Rules 91 and 92

Date of Adoption: June 10, 2013

Personnel**Standards of Performance for Non-Certified Employees**

In fulfillment of the employee's minimum responsibilities, the employee:

1. Shall not interfere with the exercise of political and citizenship rights and responsibilities of students, other employees, parents, school patrons, or school board members.
2. Shall not discriminate on the basis of race, color, creed, sex, marital status, age, national origin, ethnic background, religion, handicapping condition or sexual orientation.
3. Shall not use coercive means, or promise or provide special treatment to students, other employees, school patrons, or school board members in order to influence professional decisions.
4. Shall not make any fraudulent statement or fail to disclose a material fact for which the employee is responsible.
5. Shall not exploit relationships with students, other employees, parents, school patrons, or school board members for personal gain or private advantage.
6. Shall not harass in any manner students, parents or school patrons, employees, or board members.
7. Shall not engage in conduct involving dishonesty, fraud, deceit, or misrepresentation in the performance of duties.
8. Shall keep in confidence personally identifiable student or employee information that has been obtained in the course of service to the district, unless disclosure serves professional purposes or is required by law.
9. Shall not discipline students using corporal punishment.
10. Shall not misrepresent the school district, and shall take added precautions to distinguish between the employee's personal and institutional views.
11. Shall abide by policies and regulations of the Board of Education and the rules and standards established by the administration and the employee's supervisor.
12. Shall seek no reprisal against any individual who has reported a violation of these standards.

Date of Adoption: June 10, 2013