Schuyler Community Schools
Board of Education Regular Meeting
Wednesday, August 29, 2018 6:30 PM
Schuyler Central High School Music Room
120 W. 20th St.
Schuyler, NE 68661-2400

Attendance Taken at 6:33 PM.

Richard Brabec:	Present
Mynor Hernandez:	Present
Holly Hild:	Present
Chuck Misek:	Present
Virginia Semerad:	Present
Brian Vavricek:	Present

Present: 6.

I. 2017-18 Budget Amendment Hearing

I. Call Hearing to Order

II. The purpose of the Hearing is to review, discuss, consider, and receive input, and or support, opposition, criticism, suggestions or observations of taxpayers relating to amending the 2017-18 budget.

III. Adjourn Budget Amendment Hearing

II. 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

II.A. Pledge of Allegiance

All present participated in the Pledge of Allegiance.

II.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 back of the meeting room.

Nebraska Open Meetings Act: http://nitc.nebraska.gov/documents/statutes/NebraskaOpenMeetingsAct_current.pdf

III. Approval of Consent Agenda

Discuss, Consider and Take Action on the consent agenda

Motion to approve the consent agenda Passed with a motion by Brian Vavricek. Richard Brabec: Yea, Mynor Hernandez: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea

Yea: 6, Nay: 0

III.A. Agenda

III.B. Acceptance of Claims

III.B.1. Bills of $5,000 or more

III.C. Financial

III.D. Year End Transfers

2017-18 Year End Transfer Recommendations

1. General Fund to Activity Fund: $20,000

The General Fund will transfer $20000 to Activity fund to cover the dual credit classes.

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

V. Action Items

V.A. Budget, finance, negotiations, and personnel

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

V.A.1. Consider, discuss, and take action to approve the 2017-18 budget amendment as advertised.

In closing out our 2017-18 budgets in the general fund, lunch fund, and special building fund we need to recommend amendments to meet the actual financial responsibilities as outlined below:

1. **General Fund:** At our August 13th board meeting, we recommended prepaying the list of 2018-19 bills and staff requisitions. Following the meeting, payroll required additional spending in grant funds to allow us to claim all expenditures for reimbursement of all grant receipts. In doing so, we overspent the general fund by $23,000. We are recommending a $50,000 amendment to the general fund to allow a final transfer of high ability learner (HAL) funds to cover tuition expenses in the activity fund.

2. **Lunch Fund:** This past year our lunch participation and reimbursements exceeded our previous year's amounts. In addition, our food service applied for and received several grants for equipment, not originally allowed for in the budget. Therefore, we are recommending a $75,000 amendment to the lunch fund.

3. **Special Building Fund:** The special building fund was used to fund

the high school classroom addition, the vocational/Art addition and renovation, and the new roof on the preschool building. In addition, the pay applications presented in July and August for $76,811 were paid in error to Hewgley and Associates rather than to Fauss Construction. Due to this error we are recommending $175,000 amendment to cover this error in payment and complete all payments for district projects completed over the 2017-18 school year.

Attached is the full budget, the advertised budget notice, and the valuations certified for the 2017-18 school year.

Motion to approve the 2017-18 budget amendment as advertised. Passed with a motion by Richard Brabec and a second by Holly Hild.
Richard Brabec: Yea, Mynor Hernandez: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.A.2. Consider, discuss, and take action to approve new hire recommendations

1. Esmeralda Avalos: Afterschool Coordinator
2. Yelitze Cuevas: SCHS Technology Assistant

Motion to approve new hire recommendations as presented Passed with a motion by and a second by Mynor Hernandez.
Richard Brabec: Yea, Mynor Hernandez: Yea, Holly Hild: Yea, Chuck Misek: Yea, Virginia Semerad: Yea, Brian Vavricek: Yea
Yea: 6, Nay: 0

V.B. 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.

V.B.1. Consider, discuss, and take action to approve parent request for expanded morning and afternoon bus service to Lonnie's Trailer Court.

Lonnie's Trailer Court Bus Service

1. This is an <u>unsupervised</u> load/unload bus service.
2. The morning bus route pickup: 18th and Fort Street at 7:15 AM.
3. The afternoon bus route drop off: 18th and Fort Street at 4:15 PM.
4. Regular bus route rules apply.
5. Fee (per bus): $450 per semester ($5 per day/ $1.66 per mile).
6. First Semester bus payment due: September 7, 2018.
7. Second Semester bus payment due: January 7, 2019.

If one bus is used to transport students, bus route schedule will be:

Bus Driver: Kenny Kracl

1. Elementary Building

2. Middle School Building
3. High School Building
4. Preschool Building

* If two buses are necessary, the morning bus route schedule will be:

	Bus Driver: Kenny Kracl	**Bus Driver: Terry Spale**
1.	Elementary Building	Elementary Building
2.	High School Building	Middle School Building
3.	Preschool Building	

Motion to accept administrative recommendation for expanding bus service to Lonnie's Trailer Court as presented. Or Motion to reject administrative recommendation to expand bus service to Lonnie's Trailer Court. Failed with a motion by Brian Vavricek and a second by Mynor Hernandez.
Richard Brabec: Nay, Holly Hild: Nay, Chuck Misek: Nay, Virginia Semerad: Nay, Mynor Hernandez: Yea, Brian Vavricek: Yea
Yea: 2, Nay: 4

VI. Discussion Items and Reports

VI.A. 2018-19 Budget Workshop

See attached Budget and Budget Materials

VII. Adjournment

Adjourned at 8:43 pm

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Schuyler Community Schools (19-0123) in Colfax County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 11 day of September, 2017 at 6:30 o'clock, P.M., at Schuyler Central High Library Annex for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours.

Clerk/Secretary

FUNDS	Actual Disbursements & Transfers 2015-2016 (1)	Actual/Estimated Disbursements & Transfers 2016-2017 (2)	Budgeted Disbursements & Transfers 2017-2018 (3)	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Fee and Delinquent Tax Allowance (6)	Total Personal and Real Property Tax Requirement (7)
General	$ 19,518,404.00	$ 20,350,895.00	$ 20,350,895.00	$ 2,575,000.00	$ 8,997,855.00	$ 140,687.13	$ 14,068,727.13
Depreciation	$ 358,978.00	$ 850,000.00	$ 850,000.00		$ 850,000.00		
Employee Benefit	$ 116,997.00	$ 145,560.00	$ 145,560.00	$ -	$ 145,560.00		
Contingency	$ -	$ -	$ -		$ -		
Activities	$ 372,342.00	$ 500,000.00	$ 500,000.00	$ -	$ 500,000.00		
School Nutrition	$ 975,413.00	$ 1,020,000.00	$ 1,020,000.00	$ -	$ 1,020,000.00		
Bond	$ 428,343.00	$ 575,000.00	$ 575,000.00	$ 500,000.00	$ 574,908.00	$ 5,051.43	$ 505,143.43
Special Building	$ 1,347,410.00	$ 1,875,000.00	$ 1,075,000.00		$ 678,913.00	$ 4,000.87	$ 400,087.87
Qualified Capital Purpose Undertaking	$ 238,920.00	$ 3,150,000.00	$ 3,150,000.00	$ 315,000.00	$ 2,964,341.00	$ 5,057.16	$ 505,716.16
Cooperative	$ 38,879.00	$ 150,000.00	$ 150,000.00	$ -	$ 150,000.00		
Student Fee	$ 27,625.00	$ 50,000.00	$ 50,000.00	$ -	$ 50,000.00		
	$ -	$ -	$ -	$ -	$ -		
TOTALS	$ 23,423,311.00	$ 28,666,455.00	$ 27,866,455.00	$ 3,390,000.00	$ 15,931,577.00	$ 154,796.59	$ 15,479,674.59

Total Personal and Real Property Tax Requirement For Bonds

$ 1,010,859.59

Total Personal and Real Property Tax Requirement for ALL Other

$ 14,468,815.00

NOTICE OF AMENDED BUDGET HEARING AND BUDGET SUMMARY

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The general fund budget is amended $50,000, lunch fund is amended $75,000, and special building fund is amended $175,000. The reason for budget amendments include new/expanded grant programs in the general fund, increased participation and grants in the lunch program, and final new construction costs in the special building fund.

Clerk/Secretary

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Employee Benefit	$ 116,997.00	$ 145,560.00	$ 145,560.00	$ -	$ 145,560.00		
Contingency	$ -	$ -	$ -		$ -		
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School Nutrition	$ 975,413.00	$ 1,020,000.00	$ 1,095,000.00	$ -	$ 1,095,000.00		
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Special Building	$ 1,347,410.00	$ 1,875,000.00	$ 1,250,000.00		$ 678,913.00	$ 5,768.55	$ 576,855.55
Qualified Capital Purpose Undertaking	$ 238,920.00	$ 3,150,000.00	$ 3,150,000.00	$ 315,000.00	$ 2,964,341.00	$ 5,057.16	$ 505,716.16
Cooperative	$ 38,879.00	$ 150,000.00	$ 150,000.00	$ -	$ 150,000.00		
Student Fee	$ 27,625.00	$ 50,000.00	$ 50,000.00	$ -	$ 50,000.00		
	$ -	$ -	$ -	$ -	$ -		
TOTALS	$ 23,423,311.00	$ 28,666,455.00	$ 28,166,455.00	$ 3,390,000.00	$ 16,056,577.00	$ 156,564.27	$ 15,656,442.27

Total Personal and Real Property Tax Requirement For Bonds

$ 1,010,859.59

Total Personal and Real Property Tax Requirement for ALL Other

$ 14,645,582.68

NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES

SCHOOL DISTRICT BUDGET FORM LC-2

2017/18

NDE 03-056
Revised 6/2017

District Number: 19-0123-000

District Name: SCHUYLER COMMUNITY SCHOOLS

Class: 3

Instructions

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You have loaded the following Budget Documents:

File (click file name to view)	Uploaded DateTime
Schuyler Budget Documents.pdf	9/15/2017 4:12:48 PM

2017/18 Section A: Calculation of Total Allowable Budget Authority

Certified Budget Authority	A-101	18,728,100
Access to Prior Year's Unused Budget Authority [Maximum Amount: $369,027]	**A-355**	369,027
Total Adjusted Budget Authority	A-361	19,097,127
Total Allowable Budget Authority	A-780	19,097,127

The School District Budget Spreadsheet provided by the Auditor of Public Accounts may be uploaded here.

MAKE SURE THE SPREADSHEET IS CLOSED BEFORE YOU UPLOAD.

Browse... No file selected. Upload Budget Data

Excel file ONLY - 20MB limit
Update the budget data any time a change is made to the Budget Spreadsheet.

2017/18 General Fund Budget of Disbursements & Transfers and Unused Budget Authority

2017/18 General Fund Budget of Disbursements & Transfers	**B-100**	20,400,895
2017/18 Special Grant Funds	B-110	0
2017/18 Special Education Budget of Disbursements & Transfers	**B-120**	1,009,565

2017/18 General Fund Lid Exclusions	**B-130**	438,068
Total Adjusted General Fund Budget of Disbursements & Transfers	B-140	18,953,262
2017/18 Unused Budget Authority	B-150	143,865

Update the LC2 System budget data any time a change is made to your School District Budget Spreadsheet.

Total Unused Budget Authority

2016/17 Total Unused Budget Authority	B-160	14,493,891
2017/18 General Fund Expenditure Growth	B-162	369,027
Adjusted Unused Budget Authority	B-165	14,124,864
2017/18 Unused Budget Authority	B-170	143,865
Total Unused Budget Authority (Carries forward into future school fiscal years)	B-175	14,268,729

Did you hold a successful special election for additional **BUDGET** Authority? (Not a levy override)	**B-180**	○ Yes ◉ No

2017/18 Allowable Reserves and Total Reserves

2017/18 Applicable Allowable Reserve Percentage	C-170	35.00
2017/18 Total Allowable Reserves	C-180	7,140,313
2017/18 General Fund Necessary Cash Reserve	**C-300**	2,575,000
2017/18 Depreciation Fund Total Requirements	**C-310**	850,000
2017/18 Employee Benefit Fund Necessary Cash Reserve	**C-320**	0
Total Reserves	C-340	3,425,000

Recalculate LC-2 after making changes to individual lines *(Form not saved)*	Recalculate LC-2
District Approval / Amend LC-2 *(Use to submit amended LC-2)*	District Approval
Log Out of LC-2 system *(If you log out without saving and/or submitting your data, changes will be lost.)*	Log Out

Schuyler Community Schools
Board of Education Regular Meeting
Wednesday, August 29, 2018 6:30 PM
Schuyler Central High School Music Room
401 Adam St.
Schuyler, NE 68661

I. 2017-18 Budget Amendment Hearing
Discussion: In closing out our 2017-18 budgets in the general fund, lunch fund, and special building fund we need to recommend amendments to meet the actual financial responsibilities as outlined below:

1. **General Fund:** At our August 13th board meeting, we recommended prepaying the list of 2018-19 bills and staff requisitions. Following the meeting, payroll required additional spending in grant funds to allow us to claim all expenditures for reimbursement of all grant receipts. In doing so, we overspent the general fund by $23,000. We are recommending a $50,000 amendment to the general fund to allow a final transfer of high ability learner (HAL) funds to cover tuition expenses in the activity fund.

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3. **Special Building Fund:** The special building fund was used to fund the high school classroom addition, the vocational/Art addition and renovation, and the new roof on the preschool building. In addition, the pay applications presented in July and August for $76,811 were paid in error to Hewgley and Associates rather than to Fauss Construction. Due to this error we are recommending $175,000 amendment to cover this error in payment and complete all payments for district projects completed over the 2017-18 school year.

Attached is the full budget, the advertised budget notice, and the valuations certified for the 2017-18 school year.

II. Call Meeting to Order

II.A. Pledge of Allegiance

II.B. Declaration of Open Meeting

III. Approval of Consent Agenda

III.A. Agenda

III.B. Acceptance of Claims

III.B.1. Bills of $5,000 or more

III.C. Financial

III.D. Year End Transfers

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

V. Action Items

V.A. Budget, finance, negotiations, and personnel

V.A.1. Consider, discuss, and take action to approve the 2017-18 budget amendment as advertised.

V.A.2. Consider, discuss, and take action to approve new hire recommendations

V.B. Board Policy, Handbooks, and Support Programs

V.B.1. Consider, discuss, and take action to approve parent request for expanded morning and afternoon bus service to Lonnie's Trailer Court.

VI. Discussion Items and Reports

VI.A. 2018-19 Budget Workshop

VII. Adjournment

Prepared by: Sally Jakub, Secretary to the Board

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Employee Benefit	$ 116,997.00	$ 145,560.00	$ 145,560.00	$ -	$ 145,560.00		
Contingency	$ -	$ -	$ -		$ -		
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NEBRASKA DEPARTMENT OF EDUCATION
SCHOOL FINANCE & ORGANIZATION SERVICES

SCHOOL DISTRICT BUDGET FORM LC-2

2017/18

NDE 03-056
Revised 6/2017

District Number: 19-0123-000

District Name: SCHUYLER COMMUNITY SCHOOLS

Class: 3

Instructions

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