

## **Plainview Public Schools Board of Education Meeting**

**Monday, February 13, 2012**

The regular monthly meeting of the Board of Education of District 5 of Plainview, NE, was called to order at 12:30 p.m. in the high school distance learning room by Krista Hanks, president. Roll call was answered by Hanks, Alden Zuhlke, Marilyn Elwood, Vicki Peterson, John Anderson and Jeremy Hampton. Also present were Superintendent Richard Alt, Secondary Principal Randall Klooz and recording secretary, Imogene Wacker. Janyce Warneke, Brian J. Schlote and Shelley Springer signed the visitor roster. Chairman Hanks indicated that the rules for open meetings were posted at the side of the room. Elementary Principal/Activities Director Randy Kort arrived at 12:39 p.m.

### **CONSENT ITEMS**

Consent items included the minutes of the January 9, 2012 regular meeting, the financial reports, the February claims and approval of the agenda. It was clarified that board committees, not the full boards, from Creighton and Plainview plan to meet.

The financial report (with last month's figures in parentheses) showed a balance of \$678,262.66 (430,474.41) in the General Fund. CDs total \$1,000,000.00 (1,000,000.00), Special Building Fund \$38,942.00 (15,057.89), Petty Cash \$2,476.29 (2,278.16), Activity Account \$90,557.40 (71,539.67), Lunch Account \$9,677.58 (7,484.92) Employee Benefit Fund \$14,634.24 (52,973.49), Depreciation Fund \$466,651.34 (466,446.87), Payroll Account \$1,040.02 (1,035.11), Custodial/Section 125 Account \$14,359.71 (15,340.23). Total assets were \$2,176,952.29 compared to \$1,991,049.88 a month ago and \$2,070,056.73 a year ago.

January receipts totaled \$616,768.66. That compares to \$68,773.76 in December. Disbursements totaled \$368,980.41, including \$71,580.87 for claims and \$297,399.54 for payroll. Building Fund receipts totaled \$23,884.11. There were no Building Fund expenditures.

Claims to the General Fund totaled \$139,648.95. There were no claims to the Building Fund. Peterson moved, Zuhlke seconded, to approve the consent items. Upon roll call vote, the ayes were unanimous. Motion carried.

### **PUBLIC COMMENTS**

There were no public comments.

### **PRESENTATION ON FUTURE EDUCATORS ASSOCIATION AND NATIONAL TECHNICAL HONOR SOCIETY**

Ronita Jacobsen spoke to the board on current Career and Technical Education (CTE) classes and student organizations in the district. She told the board that there is a growing interest of students in education careers, with a Future Educators Association student organization offering opportunities for additional scholarships for member students. She also felt that a National Technical Honor Society would provide an avenue for increased student academic recognition. Mr. Alt had provided additional information on the two organizations in the board packets. The topic of adding the organizations will be an action item on the March agenda.

### **DISCUSSION ON CROSS COUNTRY PROGRAM**

Activities Director Kort presented information on the cross country program and written comments in support of the program from cross country coach Cory Friedrich were in the board packets. Students Taylor Sauser and Peter Gubbels addressed the board in support of keeping the cross country program and Michelle Mosel had written a letter also in support of the program. Board members encouraged younger students to get involved in long-distance running and encouraged community members with an interest in running to also encourage students. Board members felt that more students should be involved in all activities. The cross country program will be an action item on the March agenda.

### **DISCUSSION/ACTION ON MUSIC TRIP**

Vocal music instructor Jan Krause was present to discuss a proposed trip to Minnesota for vocal and instrumental music students, with the trip planned for the end of the 2012-2013 school year. The music instructors are proposing a trip for interested music students every three years with fundraising activities to help students pay for the cost of the trip. Anderson moved, Peterson seconded, to begin a three-year rotation of music trips in May of 2013. Upon roll call vote, the ayes were unanimous. Motion carried.

### **TECHNOLOGY REPORT**

Superintendent Alt presented bid results prepared by technology coordinator Tom Sauser on technology infrastructure improvements. The improvements would update the wireless network in both the elementary and secondary schools and would provide full wireless access in both schools. The current computer system would work better and the improvements would be needed for a possible 1-to-1 system. Board members thought it was a good idea to go ahead with the improvements. The infrastructure project will be an action item at the March meeting. It was also noted that at some time it will be necessary to purchase a new server for the system.

### **REVIEW OF BOARD POLICY 204.12 (PUBLIC PARTICIPATION IN BOARD MEETINGS)**

Superintendent Alt reviewed the policy concerning the procedures that are to be followed during public meetings.

### **REVIEW OF BOARD POLICIES 205.02 (POLICY ADOPTION), 205.03 (POLICY REVIEW AND REVISION), AND 205.04 (POLICY COMMUNICATION)**

As the board is beginning a cycle of reviewing board policies, Superintendent Alt reviewed the current procedures concerning Board Policy 205.02 (Policy Adoption). It was noted that Policy 205.03 should have a wording change from "periodically" to "continually" in the statement, "The board will periodically review, update and approve the board's policy manual." It was also noted in Policy 205.04 that the board policy manual could be made available online for public record. These policies will be action items on the March agenda.

### **REVIEW OF BOARD POLICY 201.06 AND ADMINISTRATIVE RULES (VACANCIES)**

Board members had requested that Superintendent Alt propose some administrative rules to go along with Policy 201.06 for dealing with a vacancy on the Board of Education. The proposed rules basically follow the procedure used when a board member resigned in 2010. This policy will be acted on at the March meeting.

### **INITIAL DRAFT OF 2012-2013 SCHOOL CALENDAR**

Superintendent Alt presented a draft of a proposed school calendar for the 2012-2013 school year.

### **INITIAL DRAFT OF BOARD ANNUAL CALENDAR**

Superintendent Alt presented an initial draft of a calendar of items the board could discuss at monthly board meetings based on discussion items at the respective month's meetings in the past.

### **BOARD COMMITTEE ASSIGNMENTS**

Chairman Hanks appointed the following board committees:

Transportation- Anderson, Zuhlke

Buildings and Grounds- Hampton, Anderson

Negotiations- Hanks, Elwood, Hampton

Budget- Peterson, Hanks, Hampton

Americanism- Anderson, Hampton  
Technology- Elwood, Peterson, Anderson  
Curriculum, Instruction and Assessment- Hanks, Elwood, Peterson  
Safety- Zuhlke, Hanks  
Policy and Procedures – Hanks, Anderson  
School Improvement- Elwood, Hanks  
NASB Government Relations Network Representative- Zuhlke

#### **APPROVE CHANGE TO BOARD POLICY 204.9 (RULES OF ORDER)**

Burma Kroger from the Nebraska Association of School Boards (NASB) had suggested at a recent board workshop, a minor change in wording in this policy to “The Board shall be guided by Robert’s Rules of Order.” The change was discussed at the January meeting and, as it is a minor wording change, only one reading is necessary for board approval. Zuhlke moved, Elwood seconded, to approve the change to Board Policy 204.09 (Rules of Order). Upon roll call vote, the ayes were unanimous. Motion carried.

#### **APPROVE BOARD POLICY 606.06 (ACCEPTABLE USE OF COMPUTERS, TECHNOLOGY AND THE INTERNET)**

During a recent board meeting, discussion occurred on staff use of school computers. Superintendent Alt suggested a wording change in Board Policy 606.06 (Acceptable Use of Computers, Technology and the Internet) from “use of e-mail” to “use of school computers.” He also suggested adding the following sentence to the “Privileges” section of the policy: “Staff shall confine their e-mail and other computer use to work-related purposes and a reasonable, appropriate and limited personal use that does not interfere with their district duties.” As these are minor changes, only one reading is necessary for approval. Elwood moved, Zuhlke seconded, to approve the changes to Board Policy 606.06 (Acceptable Use of Computers, Technology and the Internet) and accompanying Administrative Rules. Upon roll call vote, the ayes were unanimous. Motion carried. This policy may have additional changes necessary in the future to comply with e-rate grant rules.

#### **DISCUSS/APPROVE ON FIRST READING BOARD POLICY 508.15 (CONCUSSION AWARENESS)**

LB 260 requires that schools monitor and follow up whenever there is a student head injury. Following discussion of this policy, required to be in place by the 2012-2013 school year, at the January board meeting and inclusion of a copy in the board packets, Anderson moved, Peterson seconded, to approve on first reading Board Policy 508.15 (Concussion Awareness). Upon roll call vote, the ayes were unanimous. Motion carried. Coaches will be attending a training session in March, provided by Faith Regional Health Services.

#### **DISCUSSION/ACTION ON CONTRACT FOR INTERNET SERVICE**

The district’s internet service was put out for bids through Educational Service Unit #8 and Great Plains Communication won the bid over current provider, CenturyLink. The change will result in a charge of approximately \$1,000 less per month for the service and will increase slightly the internet bandwidth. Board approval of the contract is necessary. Peterson moved, Zuhlke seconded to authorize Plainview Public School Superintendent Richard Alt to contract with Great Plains Communications to purchase 60 mg of bandwidth for \$1,863 per month for the next four years totaling \$89,424. Upon roll call vote, the ayes were unanimous. Motion carried.

#### **APPROVE MEMBERSHIP IN THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS**

Dues for the 2012-2013 membership year in the Nebraska Association of School Boards will be \$3,396. Anderson moved, Elwood seconded, to approve joining the Nebraska Association of School Boards for the 2012-2013 school year. Upon roll call vote, the ayes were unanimous. Motion carried.

## **RESIGNATIONS AND EARLY RETIREMENTS**

Secondary Principal Randall Klooz has accepted a position as superintendent with the Laurel-Concord-Coleridge Public School Districts. Donn Tassemeyer, Roland Johnson and Brent Moeller have submitted their resignations, effective at the end of the current school year. Mr. Tassemeyer and Mr. Moeller have also submitted requests for early retirement incentive pay, which according to the negotiated agreement will result in a payment of \$7,000 per year for four years for Mr. Tassemeyer and \$7,000 per year for five years for Mr. Moeller. Mr. Johnson, based on his years of service to Plainview Public Schools, does not qualify for early retirement incentive pay.

Zuhlke moved, Peterson seconded, to accept Randall Klooz's resignation as 7-12 principal with regrets, effective at the end of his 2011-2012 contract period. Upon roll call vote, the ayes were unanimous. Motion carried. Elwood expressed thanks for Principal Klooz's work in the district.

Elwood moved, Anderson seconded, to accept Donn Tassemeyer's resignation with regrets, effective at the end of the current school year and approve his application for early retirement incentive pay. Upon roll call vote, the ayes were unanimous. Motion carried.

Peterson moved, Elwood seconded, to accept Roland Johnson's resignation with regrets, effective at the end of the current school year. Upon roll call vote, the ayes were unanimous. Motion carried.

Anderson moved, Elwood seconded, to accept Brent Moeller's resignation with regrets, effective at the end of the current school year and approve his application for early retirement incentive pay. Upon roll call vote, the ayes were unanimous. Motion carried.

Board members expressed thanks to the teachers for their many years of combined service to the district.

## **DISCUSS/ACT ON ADMINISTRATIVE STRUCTURE**

Prior to advertising for a new secondary principal, it was suggested that a discussion be held on the district's administrative structure. Superintendent Alt recommended staying with a three-administrator system since assessment/data collection and use have increased, the district is still involved in the school improvement process, and bullying issues are adding to the principals' workloads. It was noted that Creighton and Neligh do operate under a two-administrator system. Superintendent Alt also felt that the number of new replacement teachers needed in the coming year may require extra assistance from the principals in training on LtoJ, school improvement, etc. Anderson and Elwood expressed the need for a full-time secondary principal. Zuhlke would prefer to see the district share a superintendent with another district rather than adding the elementary principal duties to those of the superintendent.

Superintendent Alt expressed that he would be looking for a secondary principal candidate sound in technology, with an interest in school improvement and an interest and ability in working with assessments.

Elwood moved, Hampton seconded, to advertise for a full-time secondary principal. Upon roll call vote, the ayes were unanimous. Motion carried. Anderson, Hanks, and Elwood volunteered to serve on the interview committee, with Peterson as alternate.

## **PRINCIPALS' REPORTS**

Secondary Principal Klooz reported that NeSA writing assessments are completed, with reading, math and science assessments and MAPS assessments still to be done. John Baylor ACT training for juniors and seniors will also occur in the spring. The guidance office is developing an online page. The large screen TV monitor in the secondary hallway is seeing lots of use. Principal Klooz would like to purchase a sound system for the monitor from high school funds from pop and milk sales. Student Andrea Robinson has been working on setting up the large screen information. Principal Klooz also reported the proposed organization of a technology career area. The journalism class may be dropped from the schedule to allow for an additional technology class. He thanked the board for the opportunity to work in the Plainview Schools.

Elementary Principal Kort reported a successful Black-Out Night, as well as other fundraising, in support of Ronnie Fuller and his family. Representatives of the Nebraska State Patrol will be invited to make a presentation on Internet safety and texting. Eighty-six percent of parents attended Parent-Teacher Conferences in the elementary school. Board members agreed to his request to look into purchasing the Osmond used gymnasium flooring for the high school auditorium. A recent "Buddy Read" project in the elementary was successful and may be continued on a monthly basis. He reported ten wrestlers had qualified for the Nebraska State Wrestling Tournament. He will meet with representatives of the Lewis and Clark Conference to discuss the possibility of Plainview joining if the NENAC Conference continues to lose members. Elementary Advantage meets Monday through Friday from school dismissal to 4:15 p.m. and is for any students in grades four through six who want to attend. Students do not need to be assigned to Advantage.

### **PRESIDENT'S REPORT**

Chairman Hanks invited Zuhlke to discuss his attendance at the recent Legislative Relations Conference. He also reported that fluorescent lighting may need to be replaced as the bulbs will no longer be available. The board committees from Creighton and Plainview will meet soon. He also asked if parents could purchase a laptop computer for their child to use at school. Superintendent Alt will research the possibility.

Chairman Hanks spoke about an article on the National Association of School Boards website and suggested board members read the article. She encouraged a survey of students with three questions: Do you believe teachers, administrators and school board members are fair to everyone? If no, please explain. Do you feel the superintendent, principals, and school board care about your success and the success of the Plainview School system? If no, please explain. If you were on the school board, what would be one thing you would do to improve education and the school climate?

### **SUPERINTENDENT'S REPORT**

Superintendent Alt showed a thank you note. February 15 is the final filing date for incumbents and March 1 is the final filing date for any others wishing to run for elected office. Aletha Hildebrant is serving as a new paraprofessional, riding in the van transporting students to Tower School in Wayne. Another new student also requires one-to-one assistance and may require the hiring of an additional paraprofessional.

The teachers' negotiations committee has requested a meeting with the board's negotiators concerning the EHA premium holiday stipend paid in December. The bullying committee is looking for an available Monday evening to meet. TeamMates has requested the use of a school vehicle to take mentors and mentees to the Husker Spring Game TeamMates activity. More information on insurance, etc. is needed. A dry carpet cleaner has been purchased. Superintendent Alt reported receiving twenty-two physical education applications, eleven social science applications, two industrial technology applications, one middle school application and no applications for the science position. The recent staff in-service was successful.

### **CLOSED SESSION TO DISCUSS SUPERINTENDENT CONTRACT NEGOTIATIONS AND PRINCIPAL'S CONTRACT**

Zuhke moved, Elwood seconded, to enter closed session to discuss the superintendent's contract negotiations and the principal's contract. Upon roll call vote, the ayes were unanimous. Motion carried.

The board entered closed session at 3:49 p.m.

The board returned to open session at 4:35 p.m.

### **DISCUSSION/ACTION ON PRINCIPAL'S CONTRACT**

Elwood moved, Anderson seconded, to rehire Randy Kort for the 2012-2013 school year. Upon roll call vote, the ayes were unanimous. Motion carried.

**DISCUSSION/ACTION ON SUPERINTENDENT’S NEGOTIATIONS**

Anderson moved, Peterson seconded, to extend a three percent pay increase to Superintendent Richard Alt and to offer a one-year contract for 2012-2013. Upon roll call vote, the ayes were unanimous. Motion carried.

There being no further business, the meeting adjourned at 4:38 p.m.

Several board members walked through the facilities with Superintendent Alt to view projects completed last year and to note improvements the board would like to see made during the summer.

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I, the undersigned, the duly appointed recording secretary of the Board of Education of District 5, Plainview, NE, hereby certify that the attached and foregoing minutes are a true and correct copy of the regular meeting of the Board of Education of District 5 of Plainview, NE, held in open session on the 13th day of February, 2012, which meeting was preceded by public notice published in The Plainview News.

Imogene Wacker, Recording Secretary