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given in advance by publication and/or posting in accordance with the Board approved method
for giving notice of meetings. Notice of this meeting was given in advance to all members of the
Board of Education. The Secretary of the Board maintains a list of the news media requesting
notification of meetings and advance notification to the listed media of the time and place of the
meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda
was communicated in the publicized notice and a current copy of the Agenda was maintained as
stated in the publicized notice. All proceedings of the Board of Education, except as may be
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Becky Anderson: Present
Chris Booth: Present
Trent Leichleiter: Present
Mandyn Pruess: Present
Burt Rogers: Present
Bill Skinner: Present

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1. Call the meeting to order

2. Open Meetings Law

3. Roll Call

4. Consent Agenda

4.1. Approval of Minutes

4.2. Approval of General Fund Bills

4.3. Approval of Board Member Absence

5. Treasurer's report

6. Recognition of Students and Staff

7. DISCUSSION ITEMS

7.1. Building and Grounds Committee information.

7.2. Lawn Bids

7.3. Policy Review - Article 2 - 2205, 2210, 2405

8. ACTION ITEMS

8.1. Approve Resignation of Kelsey Erickson at the end of the 2016-2017 School Year.

8.2. Approve Learn2move, PLLC Contract for the 2017-2018 School Year.

8.3. Approve contract with Lync Architecture, LLC for Auditorium and Stadium improvements

8.4. Approve last day of school for 2016-2017 School year.

8.5. Approve Title 1 Coop for 2017-2018.

8.6. Approve Roof Replacement Contractor for Summer of 2017.

8.7. Approve Change order number 1 of phase 1 with CTS.

8.8. Approve final delivery and acceptance certificate and close phase 1 with CTS.

9. Principal Reports

9.1. Elementary Principal

9.2. Secondary Principal

10. Board Reports

11. Superintendent Report

12. Recognition of Visitors/Public Comment

13. Next meeting date and time May 8th 2017 7:30

14. Adjournment

Board of Education Regular Meeting

A meeting of the Board of Education of Tekamah-Herman Public Schools was convened in open session on March 13, 2017, at 7:30 PM in the Board Room, 112 N 13th Street, Tekamah, Nebraska.

Notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the Agenda was maintained as stated in the publicized notice. 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.

Attendance Taken at 7:30 PM:

Present Board Members:

Trent Leichleiter
Bill Skinner
Becky Anderson
Chris Booth
Burt Rogers
Mandyn Pruess

1. Call the meeting to order
2. Open Meetings Law
3. Roll Call
4. Consent Agenda

Motion Passed: Motion to approve the Consent Agenda as presented including the February 13th meeting and March Invoices passed with a motion by Trent Leichleiter and a second by Burt Rogers.

Trent Leichleiter	Yes
Bill Skinner	Yes
Becky Anderson	Yes
Chris Booth	Yes
Burt Rogers	Yes
Mandyn Pruess	Yes

- 4.a. Approval of Minutes
- 4.b. Approval of General Fund Bills
- 4.c. Approval of Board Member Absence

5. Treasurer's report

Motion Passed: passed with a motion by Trent Leichleiter and a second by Becky Anderson.

Trent Leichleiter	Yes
Bill Skinner	Yes

Becky Anderson	Yes
Chris Booth	Yes
Burt Rogers	Yes
Mandyn Pruess	Yes

6. Recognition of Students and Staff

Discussion:

The March students of the month were recognized for Elementary, Jr. High and High School. Mr. Kreifels recognized Becky Rogers and Becky Rennerfeldt for their involvement with choosing a new math curriculum.

7. ACTION ITEMS

7.a. Approve CTS Contract for the scope of Phase II of Renovations beginning summer 2017

Motion Passed: The motion to approve CTS Contract for the scope of Phase II of Renovations beginning summer of 2017 passed with a motion by Trent Leichleiter and a second by Bill Skinner.

Trent Leichleiter	Yes
Bill Skinner	Yes
Becky Anderson	Yes
Chris Booth	Yes
Burt Rogers	Yes
Mandyn Pruess	Yes

7.b. Approve Tekamah-Herman's participation in P2T.

Motion Withdrawn: Due to a lack of a motion for Tekamah-Herman Schools to participate in P2T was withdrawn by Chris Booth.

7.c. Approve purchase plan for 1:1 Apple computers.

Motion Passed: Motion to accept the Apple Inc. Education Price Quote for the Tekamah-Herman 1:1 initiative in the amount of \$194,600.00 to be made in 3 payments over 3 years passed with a motion by Bill Skinner and a second by Trent Leichleiter.

Trent Leichleiter	Yes
Bill Skinner	Yes
Becky Anderson	Yes
Chris Booth	Yes
Burt Rogers	Yes
Mandyn Pruess	Yes

8. Board Reports

8.a. Building and Grounds Committee Report

Discussion:

Committee has been meeting and have worked on creating a needs list, gathering track and field quotes, and talked about the block south of the school.

Committee discussed the option of using a lease-purchase program to fund some of the building renovations.

The Curriculum committee also met and discussed the kids advancing on their own paths and the improvements our staff is making.

9. DISCUSSION ITEMS

9.a. DA Davidson Presenting information on Lease/Purchase

Discussion:

Kody Wickham of DA Davidson discussed the lease-purchase program with the Board. The Board is considering participating in a short term program that allows the School to borrow money in order fund necessary renovation projects needed at the school.

9.b. Gym Speakers

Discussion:

The installation of new gym speakers is happening on March 17th. The Board thanked the foundation and sports boosters who each pitched in to buy the new speakers.

9.c. Review Board Policy 1135, 1205, 1320, 1325, 1345, 1350 and 1405

Discussion:

The Board reviewed Policies: 1135, 1205, 1320, 1345, 1350 and 1405. All Policies were accepted as read.

10. Principal Reports

10.a. Elementary Principal

Discussion:

Mr. Kreifels reported the students will be participating in a lock-down drill this week and also discussed the need for a "cool down" room for elementary students.

10.b. Secondary Principal

Discussion:

Mr. Borders reported there is Parent-Teacher conferences during the week of the 13th and no school on Friday, March 17th. Spring activities have begun and 9th grade orientation is scheduled for March 20th. Mr. Borders also invited the public to Casino Night sponsored by the Tekamah-Herman Athletic Boosters scheduled for 3/18/2017.

11. Superintendent Report

Discussion:

Mr. Gross reported the School is entering into a new copier lease for both the elementary and high schools. Next month we will be entertaining mowing bids, and lastly he thanked the Tekamah-Herman Foundation for funding many grant requests from teachers.

12. Recognition of Visitors/Public Comment

Discussion:

None

13. Next meeting date and time

April 10, 2017 7:30

14. Adjournment

Motion Passed: Motion to adjourn meeting at 9:07 passed with a motion by Bill Skinner and a second by Trent Leichleiter.

Trent Leichleiter Yes

Bill Skinner	Yes
Becky Anderson	Yes
Chris Booth	Yes
Burt Rogers	Yes
Mandyn Pruess	Yes

Heidi Lindberg
Secretary

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
Checking	1		
Checking	1	Fund: 01 GENERAL FUND	
ABM JANITORIAL		Custodial Service	#
American Broadband Clec		Telephone	#
ANDERSON, TOM OR BEVERLY		MILEAGE	#
BITTER, JILL		MILEAGE	#
Bomgaars Supply, Inc.		Supplies	#
BOOTH, HOLLIE		Mileage	#
Braniff Service		Service	#
BRODERSEN, CARI		MILEAGE	#
BROMM, ANDREA		Mileage	#
BRUMMOND, JAIME		MILEAGE	#
Buddies		Fuel	#
BURT, WES OR LISA		Mileage	#
CAMERON, SABINA		MILEAGE	#
Cannon		Lease Payment	#
Carlson, Margaret		Reimbursement	#
CAROLINA BIOLOGICAL SUPPLY CO		SUPPLIES	#
Cass Plumbing		Repairs	#
CENTERPOINT ENERGY SERVICES		Fuel	#
RETAIL, LLC			
City Of Tekamah		Water/Sewer/Compactor	#
CONNELY, NIKKI		MILEAGE	#
Cubby's, Inc.		Fuel	#
Demco, Inc.		Supplies	#
Devening, James		Service	#
Dinklage Medical Clinic		Bus Physical	#
DOLLAR GENERAL		SUPPLIES	#
ECO STYLE		WEBSITE	#
EISENHAEUER, JILL		Mileage	#
ERIKSON, ELLEN		Mileage	#
ESU #2		Service	#
EVASIC, ROBERT & BREANNE		MILEAGE	#
Fleischman, Julie		MILEAGE	#
Frickenstein Pumping & Portables		Service	#
LLC			
GEIS, HEATHER		Mileage	#
GLUP, JENNIFER		Mileage	#
Gross, Dan		Expenses	#
Hansen, Jodi		Reimbursement	#
HANSEN, KYLIE		MILEAGE	#
Heartland Foundation		Services	#
HEIM, JEFF		MILEAGE	#
JARZYNKA, CONNIE		MILEAGE	#
JENSEN, JULIET		Supplies	#
KOEHLER, SHERRI		MILEAGE	#
KSB SCHOOL LAW, PC LLO			#
LANDSPERGER, TIMOTHY OR GINA		MILEAGE	#
Learn 2 Move		Services	#

Board Report 2

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>
LEICHLLEITER, KATIE	MILEAGE	#
LEONARD, SUSANNA	MILEAGE	#
LINGLE, WALLY OR TRACI	MILEAGE	#
Loftis, Holly	MILEAGE	#
MAGILL, BLAIR	MILEAGE	#
Matheson Tri-Gas, Inc	Supplies	#
MCELMURAY, LAURA	Mileage	#
Memorial Community Hospital	Bus Physicals	#
MENCKE, CATHERINE	REIMBURSEMENT	#
MENCKE, STAN		#
Midwest Woodworkers Inc.	Supplies	#
MOSEER, SARA	MILEAGE	#
Music Is Elementary	Music Materials	#
Nasco	Supplies	#
NE DOL BOILER INSPECTOIN PROGRAM		#
Nebrasaka Association of School Boards	Dues	#
NEBRASKA LEADERSHIP SEMINAR INC		#
Nebraska Public Power	Electricity	#
Office Systems Co.	Maintenance	#
OLSON, SUSAN	Mileage	#
OPPD	Electricity	#
PAGELS, RYANN	MILEAGE REIMBURSEMENT	#
Payflex Systems USA, Inc.	Fees	#
PENSYL, BROOKE	MILEAGE	#
PETERSEN, CHRIS	MILEAGE	#
PETERSEN, CURT OR RENEE	MILEAGE	#
PICKELL, DAWN	MILEAGE	#
Plaindealer Publishing	Printing	#
POTADLE, KURT	Mileage	#
QUICK, MICHELE	MILEAGE	#
RASMUSSEN, RICK OR KIM	MILEAGE	#
RAUE, REBECCA	MILEAGE	#
REUSCH, TRICIA	MILEAGE	#
Savemore Market	Supplies	#
SCHMITT MUSIC	BAND REPAIR	#
School Mate	Planners	#
Schroeder, Terry	Water Testing	#
Security Equipment Inc.	Service Call	#
Shamburg Auto Supply, Inc.	Parts	#
SMITH, JUSTIN OR DONNETTE	MILEAGE	#
SPARQDATA SOLUTIONS	Emeeting Subscription	#
State Of Ne HHS Laboratory	Service	#
Suburban Schools H.I. Program	Hearing Impaired Program	#
SWANSON, JENNIFER	MILEAGE	#
Tekamah Ford-Lincoln Mercury, Inc.	Bus Repairs	#
TOBIN TURF CARE	Lawn Care	#
TOBIN, MICHELLE	MILEAGE	#

Tekamah-Herman Public Schools
04/10/2017 3:54 PM

Board Report 2

User ID: SK

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>	
TOLZMAN, JENNIFER	Milk Refund	#	
Verizon Wireless	Telephone	#	
WELLS FARGO VENDOR FIN SERV		#	
WILLIAMS SCOTSMAN, INC		#	
Worley, Kiley	MILEAGE	#	
WRIETH, MITCH	MILEAGE	#	
		Fund Total:	61,980.28
		Checking Account Total:	61,980.28

LB

LB

LB

FEBRUARY 2017 TREASURER'S REPORT		
CASH ON HAND	\$	2,139,450.80
GENERAL REIMBURSEMENT FUND	\$	3,891.19
CASH BALANCE		\$2,143,341.99
BURT COUNTY TAXES	\$	333,030.58
WASH COUNTY TAXES	\$	9,376.39
APPORTIONMENT	\$	76,485.78
SPECIAL ED PROGRAMS	\$	67,700.00
SPED SA PROGRAMS	\$	49,134.00
NON REVENUE RECEIPTS	\$	1,939.50
INTEREST	\$	108.16
FEBRUARY REVENUE		\$ 537,774.41
	T. REVENUE	\$2,681,116.40
DISTRIBUTION:		
PAYROLL	\$	455,296.04
EXPENDITURES	\$	65,963.92
	.	
	T. EXPENDITURES	\$521,259.96
BALANCE ON HAND 2/28/2017		\$2,159,856.44
PERCENTAGE OF BUDGET SPENT AS OF 2/28/2016		43%
PERCENTAGE OF BUDGET SPENT AS OF 02/28/2017		43%

Administrative Positions

Employment of Administrators Other Than the Superintendent of Schools

2205

The secondary and elementary principal shall be authorized by the board of education upon the recommendation of the superintendent of schools. Each shall be properly certified so as to conform to standards established by the Nebraska State Board of Education and shall have such training and experience as deemed appropriate by the board of education and the superintendent of schools. Unless otherwise indicated, each shall be assigned, supervised, and evaluated by the superintendent of schools. Except for an administrator who may also be categorized as a teacher, the superintendent of schools will share evaluation summaries with the board of education. The superintendent of schools will make his or her recommendation for the continued employment of each principal to the board of education at the regular February board meeting. A decision for renewal of their contracts will normally be made by the board of education at the regular February board meeting. The board of education may contract with each principal for a period of time not to exceed one year. If the superintendent of schools intends to recommend that the board of education consider amending terminating the contract of either principal, that person's evaluating will be withheld pending its possible introduction at a board hearing on the matter.

The school administrators will serve as the school district's administrative council and shall be called upon from time to time to make reports to the board of education.

Policy Adopted: June, 1998

Policy Revised: February 12, 2007

The quality of leadership in Burt County School District No. 1 is directly related to the quality of the total job performance of the administrative staff. The board of education believes that the instructional leadership is of critical importance to a sound educational program and that thorough and regular appraisal of supervisory and administrative performance is crucial to improving the educational process.

The secondary and elementary principals shall serve as the educational leaders of their respective buildings. Each shall be responsible to the superintendent of schools for maintaining an orderly and effective teaching and learning environment for faculty and students. Their duties and responsibilities shall be determined by the superintendent of schools with the approval of the board of education.

Each principal shall be expected to attend all monthly meetings of the board of education unless otherwise excused by the superintendent of schools or the board of education. Each will present a monthly report of major happenings in their respective buildings and be available to answer any questions concerning their programs which may arise. From time to time they may also be requested to present information concerning some phase of operation associated with his or her program, the results of curricular activities, the selection of textbooks, the result of testing programs, or such other matters as may be deemed as important.

Each school principal shall hold a minimum of an earned Master's Degree with a major in educational administration and possess, or show evidence of being able to secure a valid Nebraska Administrative Certificate to practice as a principal in his or her assigned area. He or she shall have at least two years experience as a classroom teacher. The individual shall have such other experience as determined by either the board of education or the superintendent of schools.

Refer AR-2210, Job Description of the Principal for the job description.

The Superintendent of schools shall evaluate the each principal at least twice each year during the individual's first three years of employment in the school district. These evaluations shall occur during or before the months of January and March. After an employment period of three consecutive years, the principal will be evaluated at least once each year. This evaluation will take place sometime prior to the regular January meeting of the board of education. More frequent evaluations may occur if deemed necessary.

After each evaluation, the superintendent of schools will hold a conference with the individual. A written summary of the superintendent of schools' written evaluation of the principal will be given to the each individual evaluated. The salary and benefits for the principal shall be determined annually by the board of education.

Each principal may obtain tenure in the school district, after three consecutive years of satisfactory performance, as a certificated staff member. The starting and ending dates for the contract year be determined by the superintendent of schools and approved by the board of education based upon the Policy 2005, Administrative Organization, Authority, and Responsibility. Each principal's contract shall run from July 1 to June 30.

Legal Reference: §79-801 Nebraska Certificate To Administers,
Required of Administers and Supervisors.

§79-824
Through Certified Personnel, Tenure.
§79-839

Policy Adopted: June, 1998
Policy Revised: February 12, 2007

Emergencies

Emergency Responses

2405

In any crises or emergency circumstances, the immediate concern shall be securing the safety and welfare of students and staff. A second priority, if appropriate, will be the securing and salvaging of property. The superintendent of schools will be in charge of administering and monitoring any emergency event. The superintendent of schools shall be responsible for providing local police, fire, and emergency personnel with the school district's emergency response plans. The elementary and secondary principals will be responsible for implementing emergency response plans for their respective area in the absence of the superintendent of schools. Once the nature of the emergency is determined and the immediate concerns for students and staff are addressed, the superintendent of schools will:

- I. Alert board members.
- II. Decide whether to convene or postpone school and determine the necessary adjustments in transportation and activity schedules.
- III. Determine the need to involve other agencies and/or officials (e.g., police, fire and emergency personnel, counseling services, insurance representatives). The administrators will maintain an accessible, emergency telephone list.
- IV. Activate the crises intervention team if deemed appropriate.
- V. Notify students, staff, and patrons via appropriate media.
- VI. Report on the incident at the next regular or emergency board meeting and evaluate the effectiveness of the response strategy.

Inclement Weather: In the event of bad weather, the superintendent of schools will make the decision to cancel or delay the start of school and whether or not staff is to report for duty. When school is canceled, ordinarily all after-school activities will be canceled. Any decision to the contrary must have the superintendent of school's permission and include provision for communicating with all affected parties in a timely manner. Weather information will be sought from current weather station reports and consultation with the school bus personnel and with area superintendents. The decision to cancel school will be made as early as possible. **A 'phone tree' will be developed to alert the staff, and the superintendent of schools shall inform the local media.** Refer to AR-2405, School Closing Information. The board of education will determine in the spring whether time missed for inclement weather or other emergency school closing should be made up.

Fire, Tornado, Gas Leaks. Bomb Threats: The administrators shall design and keep current drill and evacuation plans, to include emergency shelter, and

publish them in staff and student handbooks. Teachers will post said plans in their classrooms and educate students on their implementation.

Student or Staff Deaths: When notice is received of a student or staff death, the principals will inform and consult with the superintendent of schools. Ordinarily school will be convened; however, appropriate modifications in daily school activities, which are sensitive to the incident, shall be made. Further, if deemed necessary, a counseling intervention team will be made available, in conjunction with school counseling services, to provide assistance to students and staff. Substitute teachers may be employed if deemed appropriate. School officials will attempt to balance funeral accommodations with the need to convene school with minimal disruption.

Civilian Emergencies: The school building shall be available as emergency shelters if needed. School officials, to the extent possible, will cooperate with other civil authorities, including local, area, and state law enforcement agencies and fire department officials, in making school facilities available during any civilian emergencies.

Legal Reference: §79-501 Board, Property, Care and Custody.
§79-706 Fire Prevention, Instruction, Requirements.
§81-527 State Fire Marshal, Fire Drills.

Policy Adopted: June, 1998
Revised Policy: February 12, 2007