

**Cozad Community Schools
Board of Education Regular Meeting
Monday, May 15, 2017 12:00 PM
Office of the Superintendent**

Mission: The mission of Cozad Community Schools is to prepare students to be lifelong learners and productive, responsible citizens by providing a quality education in cooperation with family and community.

Values - Guiding Principles

Respect - Trust, appreciate, celebrate, value, act with urgency

Integrity - Do the right thing, deliver highest quality instruction and practice full accountability

Teamwork - Teamwork at all levels districtwide, recognize and celebrate, have fun and enjoy

Innovation - Positive attitude, open to new ideas,

Courage - Embrace change and take calculated risk, encourage others, communicate directly with respect

1. 2016 DISTRICT MISSION, VISION, VALUES, & BELIEFS

Vision: Learning for All.... Learning for Life

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2. BOARD OF EDUCATION REGULAR MEETING 12:00 P.M.

2.1. Call to Order, Roll Call

2.2. Nebraska Open Meeting Law, Publication of Meeting

This meeting has been preceded by advance notice and is hereby declared to be in open session. A current copy of the Nebraska Open Meetings Act is posted on the N.E. wall of the meeting room.

Notice of this meeting was given in advance by publication in the Tri-City Tribune and posted on the Cozad Community Schools website and at the District Office. Notice of this meeting was also given in advance to all members of the Board of Education.

2.3. Excused/Unexcused Board Member Absence

2.4. Approval of Agenda

3. PUBLIC COMMENTS

The Board of Education invites you to offer comments during the public comments portion of the agenda. This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

When you have been recognized, please stand and state your name and come forward to the front of the board table.

The board will generally allow a total of 20 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 4 individuals who wish to

address the board, the 20 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.

For additional instructions on public participation, brochures are provided for you to view. A copy of Policy 2009 Public Participation at Board Meetings is available upon request.

4. PRINCIPAL/ADMINISTRATIVE REPORTS

4.1. BBeckenhauer Report

1. Now the shift in the year in full swing for preparation for 2017-2018 school year.

a. General maintenance and up keep of building will occur over the next 10 weeks.

b. Completion of hiring staff for the next school year: math, and agriculture

- c. Professional development opportunities for administration and staff
- d. Completion of the Master Schedule
- 2. Summer credit recovery program will run tentatively from May 24 to June 20.
- 3. I, along with the other administrators, will be attending the following events in the next month:
SWC Leadership Summit, our own administration retreat, School Law conference, and the Strategic Leadership Conference.
- 5. Activities:
 - a. District B-4 Golf meet @ Ogallala, May 15
 - b. State Track and Field Meet @ Omaha, May 18-20
 - c. State Boys Golf @ Lincoln, May 23 -24

4.2. BRegelin Report

5/15/2017 Board Report- Brian Regelin

Summer Projects-

- 1. Paint Kitchen and lower 4 ft. in Commons area and south hallway.
- 2. Replace broken concrete in front of MS.
- 3. MS shop repairs and cleaning
- 4. other minor repairs in the MS

6-12 Choir Concert – Monday at 7:00 p.m.

Honors Convocation – Thursday at 8:30 a.m.

Scheduling for next year- Mr. Shaffer has been working with this and we are making very good progress. (ESU 10 has been a great resource for us)

All MAP and NeSA testing is finished. (There has been discussion with NDE on using MAP for state test moving forward)

6th grade zoo trip was very educational and the students and staff had a great time!

5th grade orientation on May 9th, 10th and 11th went very well.

4.3. D Henderson Report

Looking Ahead:

- + Wednesday, May 17th- CCS Retirement Reception, HS commons.
- + Thursday, May 16th- Last day for students, 11:30 a.m. dismissal.
- + Friday, May 19- Half day evaluation of elementary MTSS plan with NDE.
- + Thursday, May 25th- SWC Leadership Summit, Minden HS.
- + Tuesday, May 30th- Summer AZ starts.

4.4. JBeckenhauer Report

CEEC:

*TPOTs came back with very good scores. We met with Patti (our Pyramid coach) on May 8th to review the results.

***Upcoming Events:**

? PreK music program May 16th at 6:00 in the HS auditorium

? Farm Day May 17th from 8-11

SPED:

*Steve Milliken's visit went well. He spent about 2 hours in the district. Good conversation and visited a couple of classrooms.

*We received funding approval from NDE to move forward with the elementary playground expansion for adaptive playground equipment.

That is on the list to complete this summer.

4.5. D Evertson Report

Report Goals: 1. Updates on 201718 CHS student device program 2. Updates on 201718 CMS student device program 3. Elementary technology curriculum update 4. Approve student and staff device lease/purchase from Dell Financial Services L.L.C. 5. Approve sale of used iPad 2 devices to Classform Education Technology Services ? Review 201718 CHS student device program (<http://techcafe.cozadschools.net/2017/04/newchsstudentdevice->

program.html) ? Options for CHS students/parents | Students currently leasing iPads may ? Continue to lease ? Abandon lease to school ? Purchase current leased device | All students will be assigned a Chromebook device for 1718 | As per CHS handbook and Board Policy 5151.1, students may bring their own electronic device if they choose | Existing iPads will be available for classroom use in carts ? Change in device rationale | Chromebooks (similar to laptops) are felt to be a more suitable academic device for MS and HS students. | Chromebook costs are significantly lower (about 60% cost of iPads) | Repair costs are much lower for both school and students | Student activity and use is more easily monitored ? CMS program is essentially the same as CHS, with the exception of: ? There are no leased iPads for CMS students ? CMS students are not allowed to bring their own devices to school, except for personal phones, which can only be used outside of class times. ? Elementary technology curriculum updates ? Focus will shift to digital citizenship and coding instruction ? Elementary device update is targeted for 201819 ? Details of Chromebook and staff computer lease/purchase ? Replacement of up to 12 staff computers ? Approximately 280 CHS student devices (34 year lifetime) ? Approximately 230 CMS student devices (identical to CHS devices) ? Includes 12 chromebooks for lunch services and staff ? Disposal of older iPads ? Approximately 150 iPads in good condition (56 years old), fair market value is \$65 each ? Approximately 100 iPads with broken screens, fair market value is \$10 each ? Packaging and shipping is included in sale

5. SUPERINTENDENT REPORT

6. CONSENT AGENDA

6.1. Approval of Minutes of Previous Meeting(s)

Minutes of the April 17, 2017 Regular Board of Education Meeting

6.2. Condolences, Congratulations, and Correspondence

Congratulations to Dr. Joel Applegate, Superintendent on receiving his Doctorate Degree at Kansas State University on Friday, May 6, 2017.

Congratulations to Jeremy & Emily Young on the birth of their triplets on April 27, 2017. Cole, Collin, and Caila.

Staff Appreciation Thank yous from: Kelli Teahon, Peg Butler, Teresa Osborn, Amanda Rossell, Karen Klein, Dawn Beans, Amanda Ogden, Jann Kloepping, Nan Sims, Stephanie Rush.

6.3. Classified Resignation

Retirement resignation of:

Carol Jacob, Food Service, effective August 1, 2017.

6.4. Salary Advancement Applications

Drew Danielson - Intro to ED Research - 3 hrs. - UNK - Summer 2017

Mark Messner - Instrumental Techniques and Procedures for the Music Classroom - 1 hr. - University of South Dakota - June 21-23

Mark Messner - Instrumental Literature Reading Sessions for the Music Classroom - 1 hr. - University of South Dakota - June 21-23

Mark Messner - Trends and Best Practices in the Instrumental Classroom - 1 hr. - University of South Dakota - 4/25/2017

6.5. Standing Reports

6.5.1. Bond Fund Taxes Report

6.5.2. Building Fund Taxes Report

6.5.3. General Fund Taxes Report

6.5.4. Substitute Reports

6.5.5. Nutrition Services SNP Claim for Reimbursement Summary April 2017

6.5.6. Bus Route Averages

7. ACTION ITEMS

7.1. Consent Agenda

7.2. Discuss, Consider, and Take Action on the transfer of \$4,000.00 from General Fund to the Athletics Activity Account

Final transfer from General Fund for the 2016-2017 school year.

7.3. Discuss, Consider, and Take Action on the Financial Reports and Claims

7.3.1. District Treasurer's Report

7.3.2. District Financial Report

7.3.2.1. Depreciation Fund

7.3.2.2. Bond Fund

7.3.2.3. Building Fund

7.3.2.4. Employee Benefit

7.3.2.5. Student Fee Fund

7.3.2.6. Hot Lunch Fund

7.3.2.7. General Fund

7.3.3. Check Journal General Fund

\$3,600 - Advance Education Inc - Annual Improvement Network Fee

\$1,626.75 - Amazon - Learning by Doing books for EL teacher trainings

\$4,164.78 - Cozad Services - Labor and Materials to replace the water source heat pump in Mr. Ross' room

\$2,292.54 - Follett School Solutions - new library books for EL

\$16,062.04 - Harris School Solutions - Annual fees for AptaFund, Employee Services Portal (digital paycheck stubs, W2s), Attendance on Demand (time cards)

\$1,542 - Student Assurance Services - Annual premium for student accident insurance

Total Claims:

Payroll: \$747,002.43

AP: \$117,713.37

Total: \$864,715.80

7.3.4. Check Journal Lunch Fund

Total Claims:

Payroll: \$24,314.99

AP: \$32,660.45

Total: \$56,975.44

7.3.5. Activities Financial Report

7.4. Discuss, Consider, and Take Action on the Resignation of Certificated Staff

Resignation of Alicia Umland, Special Education, Cozad Elementary, effective at the end of the 2016-2017 contract year

7.5. Discuss, Consider, and Take Action on the Text Book Adoption for 2017-2018

Elementary School Total - \$3,979.22 (all Science)

Middle School Total - \$28,630.25 (all Science)

High School Total - \$27,745.11 (Science \$23,432.53 and FCS \$4,312.58)

GRAND TOTAL - \$60,354.58

7.6. Discuss, Consider, and Take Action on approval of the Dell Lease Proposal for Chromebooks and Staff PC's for the 2017-2018 school year

Dell lease proposal which would cover all Chromebooks and staff PC needs for next year.

The total cost for 500 student Chromebooks (both HS and MS), 12 staff Chromebooks, and 12 staff PCs is \$130,744.32

The 36 monthly lease payments would be \$3,901.41, and I am verifying that we could start them in August or September.

The other items are the required Chromebook licenses (one-time fee) and some extra chargers.

7.7. Discuss, Consider, and Take Action on the approval of the Student and Staff Responsible Use Agreement 2017-2018

7.8. Discuss, Consider, and Take Action on the approval of authorizing Mr. Applegate for the disposal of the 1995 GMC Cutaway Van G3500 (Box Truck) and the 2003 Chevy Suburban

7.9. Discuss, Consider, and Take Action on the approval of the Proposed Board of Education regular meeting calendar for 2017-2018

7.10. Closed Meeting

7.11. Discuss, Consider, and Take Action on the approval of the 2017-2018 Administrative Contracts and Salaries

Administrative Contracts and Salaries for:

Jill Beckenhauer

William Beckenhauer

Dave Evertson

Dale Henderson

Brian Regelin

7.12. Discuss, Consider, and Take Action on the approval of the proposed 2017-2018 classified staff salary packages

8. DISCUSSION ITEMS

8.1. EHA Blue Cross Blue Shield of Nebraska Board member eligibility

Discuss offering eligibility for Group Health Care Coverage to School Board Members.

Recently discovered that board members may participate in the EHA group insurance plans if offered by the district. Board members who elected coverage would have to pay the premiums in their entirety as the school district cannot pay for any portion of the premium.

If we were to allow board members to be eligible for coverage, we would need to decide which subgroup they would be part of, either Certified or Classified subgroup. Board members could be eligible for both PPO and HDHP if we went with the Certified subgroup. However, the difference in premium would not be contributed to an HSA by the school district.

EHA Subgroup Application due date is approaching.

8.2. EHA Dual Option for Classified Employees

Classified staff are currently offered only one plan for health coverage. The \$1,500 Deductible PPO plan.

In 2016-2017, certified staff were offered the Dual Option for health insurance where they could choose the standard PPO plan or a HDHP - HSA Eligible plan. In addition, the difference in premiums between the two plans were deposited into an HSA account for the employee.

Would we like to extend the dual option to classified staff as well beginning with the 2017-2018 school year? They would then also have the choice between the standard \$1,500 deductible PPO plan or the \$3,500 HDHP - HSA Eligible plan. If so, we would recommend that the difference in premium be deposited into an HSA for the employees who elected the HDHP plan, similar to certified staff.

There would be no additional cost to the district, but would allow the classified staff member to have another option in coverage. Premium for classified single coverage in 2017-2018 for the \$1,500 Deductible PPO plan is \$562.74 per month. The premium for classified single coverage in 2017-2018 for the \$3,500 HDHP plan is \$512.92. For employees who choose this option, they would receive the difference of \$49.82 each month into a Health Savings Account, if offered.

EHA Subgroup Application due date is approaching.

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8.3. Sport Safe Testing Service, Inc.-- drug testing for students competing in activities

8.4. Modular Plan C and D

8.5. Set Policy Review Date

8.6. Information on policies required for adoption before July 1, 2017

9. AGENDA SETTING AND FUTURE MEETINGS

June 19, 2017, 7:00 p.m. Regular Board Meeting

10. ADJOURNMENT

*** Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Law.
****Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.
*****Action Item:** The board reserves the right to take action on any item on the board agenda.

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*****Action Item:** The board reserves the right to take action on any item on the board agenda.

12. CLOSED MEETING

Purpose: Personnel

13. AGENDA SETTING AND FUTURE MEETINGS

July 17, 2017, 7:00 p.m. Regular Board Meeting

14. Policy Review Meeting set date/time

Monday, June 26th
Tuesday, June 27th
Wednesday, June 28th
Thursday, June 30th
Time: 5:00 p.m.

15. National Honor Society Additional Sponsor

Discuss and consider a request for an additional sponsor option to be added for National Honor Society as a category 1 position.

16. DISCUSSION ITEMS

17. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 5052 School Wellness Policy, Replacing Current Board Policy 5154: School Wellness and Nutrition

18. Discuss, Consider, and Take Action on the approval of the adoption of Board Policy 5014 Homeless Students, replacing current Board Policy 5418: Homeless Students

19. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 3012 School Meal Program and Meal Charges

20. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 3004 Purchasing, Replacing Current Policy 2125.2: Purchasing Agent

21. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 3003 Bid Letting and Contracts, Replacing Current Board Policies 3130:Purchasing, 3323:Soliciting Prices(Bids & Quotations) and 3540:Bidding Construction Projects

22. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 3002 Deposits

23. Discuss, Consider, and Take Action on the Approval of the Adoption of Board Policy 3001 Budget

24. Discuss, Consider, and Take Action on the approval for the use of Cozad Community School's property located at 16th Street and Avenue D, Lot No. 240106458, for a Cozad Community Garden if supported by community interest

If it is determined there is an interest in a community garden, an agreement would be signed by both parties.

25. Discuss, Consider, and Take Action on the approval authorizing Mr. Applegate, Superintendent to dispose of approximately 250 older iPads

Information presented by Dave Evertson at the May 15th board meeting regarding disposal of the iPads:

- Approximately 150 iPads in good condition (5-6 years old), fair market value is \$65 each
- Approximately 100 iPads with broken screens, fair market value is \$10 each

- Packaging and shipping is included in sale

26. Discuss, Consider, and Take Action on the consideration of the proposed substitute pay rate of: Local Substitute \$100.00 per day, Certified Substitute \$110.00 per day, Long term sub \$185.41 (starts on the 11th consecutive day)

Recommendation by Mr. Applegate to increase substitute pay rates as follows:

Local Substitute: \$100.00 per day (current rate \$93.00)

Certified Substitute: \$110.00 per day (current rate \$105.00)

Long Term Substitute: \$185.41 (starts on 11th consecutive day) Calculated as 1/185th of base.

27. Discuss, Consider, and Take Action on the continuation of offering Cozad Community Wellness Center stipends to staff for the 2017-2018 school year

28. Discuss, Consider, and Take Action on designating Superintendent Joel Applegate as the district's representative for federal and state programs starting July 1,2017

29. Discuss, Consider, and Take Action on the approval of the proposed two room building at Cozad Elementary School

30. Discuss, Consider, and Take Action on the approval of the acquisition of a 2017 Chevrolet Express Passenger Van from Pony Express for \$29,350.80

31. Discuss, Consider, and Take Action on the approval of contracting with Sport Safe Testing Service, Inc., to implement drug testing for students competing in school activities

32. Discuss, Consider, and Take Action on the approval of granting an attendance waiver as requested by a High School student and parent

33. Discuss, Consider, and Take Action on the approval of granting an attendance waiver for a High School student as presented by High School Principal Bill Beckenhauer

Mr. Beckenhauer recommends the board to approve an attendance waiver for a student due to medical information. He has received documentation to support the student request.

34. Discuss, Consider, and Take Action on the approval of the 2017-2018 food service contract with OPAA! Food Management, Inc. pending final approval from the Nebraska Department of Education - Nutrition Services

35. Discuss, Consider, and Take Action on the approval of Certificated staff contracts for the 2017-2018 school year

Superintendent Joel Applegate and High School Principal Bill Beckenhauer, Elementary Principal Dale Henderson, and Jill Albrecht, Special Education Director are recommending the listed certificated staff:

Rebekah Spader (Kraeger), Agricultural Education/FFA

James Ford, Elementary Assistant Principal/Special Education

Theresa Coyle, High School Mathematics

36. Discuss, Consider, and Take Action on the Resignation of Certificated Staff

Resignation of Taylor Haley, Agricultural Education/FFA

37. Activities Check Journal

38. Activities Financial Report

39. Check Journal Lunch Fund

Total Claims:

Payroll: \$21,026.42

AP: \$8,000.87

Total: \$29,027.29

40. Check Journal General Fund

Apple - \$4,196 - Replacement Staff Computers

Apple - \$13,260.25 - Annual Lease Payment for iPads

Black Hills Energy - \$18,532.23 - Large payment for billing issues over the winter (notice attached)

Buffalo Outdoor Power - \$13,975.04 - New mower

Committee For Children - \$4,299 - New curriculum for EL Guidance

ESSDACK - \$10,339.15 - Kevin Honeycutt Speaker
Odysseyware - \$20,250 - Annual renewal for online curriculum
Schoolology - \$4,900 - Annual renewal for Learning Management System
The Library Store - \$2,016 - New furniture for HS Library
Weathercraft - \$4,200 - New doors on the bus barn
Yandas - \$23,015 - Clavinova for EL, Auditorium upgrades
Total Claims:
Payroll: \$762,769.98
AP: \$260,974.88
Total: \$1,023,744.86

41. District Financial Report

42. District Treasurer's Report

43. Discuss, Consider, and Take Action on the Financial Reports and Claims

44. Consent Agenda

45. ACTION ITEMS

46. Bus Route Averages

47. Nutrition Services SNP Claim for Reimbursement Summary May 2017

48. Substitute Reports

49. General Fund Taxes Report

50. Building Fund Taxes Report

51. Bond Fund Taxes Report

52. Standing Reports

53. Salary Advancement Applications

Tuyet-Van Sansone-Wilcox-Curriculum Development-3 hrs.-Peru State College
Tuyet-Van Sansone-Wilcox-Sociology of Education-3 hrs.-Peru State College
Tuyet-Van Sansone-Wilcox-Cognition and Learning-3 hrs.-Peru State College
Tuyet-Van Sansone-Wilcox-Assessment of Instruction Capstone-3 hrs.-Peru State College
Tuyet-Van Sansone-Wilcox-Current Issues in Education-3 hrs.-Peru State College
Taylor Martin-Elementary Principalship-Workshop Seminar-3 hrs.-University of Nebraska-Lincoln
Taylor Martin-Curriculum Inquiry-3 hrs.-University of Nebraska-Lincoln

54. Classified Hire:

William Bilslend, Facilities/Maintenance/Custodial

55. Classified Resignations

Classified resignations:

Penny States, Food Service Director

Jean Critchfield, AfterZone

56. Condolences, Congratulations, and Correspondence

Staff Appreciation Thank you from Patty Margritz

Retirement Recognition Thank yous from: Kathy Halouska, Carol Jacob, Deb Keller, Mary Poore, and Sondra Terry

57. Approval of Minutes of Previous Meeting(s)

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58. CONSENT AGENDA

59. SUPERINTENDENT REPORT

60. JBeckenhauer Report

61. D Henderson Report

62. BRegelin Report

63. BBeckenhauer Report

64. PRINCIPAL/ADMINISTRATIVE REPORTS

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71. 2016 DISTRICT MISSION, VISION, VALUES, & BELIEFS

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