

**Cozad Community Schools
Board of Education Regular Meeting
Monday, July 16, 2018 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. BOARD OF EDUCATION REGULAR MEETING 12:00 P.M.

1.1. Call to Order, Roll Call

1.2. 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.

1.3. Excused/Unexcused Board Member Absence

1.4. Approval of Agenda

2. 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.

3. STUDENT FEES POLICY PUBLIC HEARING

Review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policies of the District for the 2017-2018 school year.

A public hearing is held to discuss, consider and receive input on a proposed Student Fee Policy. The public will be given the opportunity to present information and opinions on the proposed Student Fee Policy.

The changes presented to the policy for the 2018-2019 school year include the meal price increases that were approved during the May board meeting and the addition of the Haymaker Multicultural Leadership Organization fee of \$15.00. Afterzone has also been added to list on the sharing information form.

3.1. Discuss, Consider and Take Action on the Approval of the Revision of Policy 5130.2: Student Fees Policy

4. PARENTAL INVOLVEMENT POLICY PUBLIC HEARING

The public hearing is held to discuss, consider and receive information and opinions on the Parental Involvement Policy. The public is given the opportunity to present information and opinions on the Parental Involvement Policy.

5. PRINCIPAL/ADMINISTRATIVE REPORTS

5.1. Annual Census Report

Respectfully submitted by Cecily Clark.

The Census report includes children, birth to 20 year olds that reside in the Cozad School District.

State apportionment is based on the number of students age 5-18. Per NDE, the anticipated per child factor for 2018-2019 is estimated at \$60.00.

5.2. William Beckenhauer Report

6. SUPERINTENDENT'S REPORT

7. CONSENT AGENDA

7.1. Approval of the Minutes of Previous Meeting(s)

Minutes from the June 18, 2018 Board of Education Regular Meeting.

7.2. Congratulations, Condolences, Correspondences

Congratulations to Jesse and Laura Johnson on the birth of their daughter, Roxleigh Victoria.

Thank you card from artist Karen Kovich regarding her stay at the Transition House.

Thank you card from the RSCS team with the American Cancer Society and Relay for Life for the school's support.

7.3. Standing Reports

7.3.1. Bond Fund Taxes Report

7.3.2. Building Fund Taxes Report

7.3.3. General Fund Taxes Report

7.3.4. Nutrition Services Claim for Reimbursement Summary

Included May's claims for viewing since they were not included in June's meeting as the website was not accessible and support was not available.

8. ACTION ITEMS

8.1. Consent Agenda

8.2. Discuss, Consider and Take Action on the transfer of \$5,000.00 from General Fund to Employee Benefit Fund.

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

8.3.1. District Treasurer's Report

8.3.2. District Financial Report

8.3.3. Check Journal General Fund

8.3.4. Check Journal Lunch Fund

8.3.5. Activities Financial Report

8.3.6. Activities Check Journal

8.4. Discuss, Consider and Take Action on activity admission prices and activity pass prices for adults/students for the 2018-2019 school year.

Action on this item was tabled during the June 18, 2018 meeting to allow for more information to be collected.

The following information was gathered by Jordan Cudney:

2017-2018 Sales:

Full Year Adult Only Pass: **10**

Fall Adult Pass: **8**

Winter Adult Pass: **0**

Full Year Family Pass: 15
Fall Family Pass: 1
Winter Family Pass: 1

The Adult/Family passes for seasons (Fall/Winter) will not be an option in 2018-2019 due to low numbers sold. This will move more people to purchase the Full Year Adult/Family passes. The Full Year Family Pass is the **only** pass where the student activity fee of \$35.00 would be included in the \$210.00 total. If this proposed plan was used last year, we would have seen it impact 10 student activity fees (\$350.00 total). By including the activity fee in the Full Year Family Pass, we are projecting that more Full Year Family Passes will be purchased by Cozad families with students in activities.

8.5. Discuss, Consider and Take Action on the Approval of the placement for the Musical Pit Director position on the extra duty salary schedule

Per recommendation from the Activities Director, suggested placement for the position of Musical Pit Director on the extra duty salary schedule is in Column 2.

The role of the Musical Pit Director will be of equal importance as the other two Musical Director positions. However, the time requirement for this position will be less than the previously established positions.

8.6. Discuss, Consider and Take Action on the Approval of the Contract with Software Unlimited Incorporated

Agreements to purchase licensed software from Software Unlimited for the following: School Accounting System; Human Resources Module add-on; WebLink Module add-on. All agreements have undergone legal review. All systems will have a "go live" date effective September 1, 2018 to line up with the new fiscal year. One time license fees and annual maintenance fees will be paid to Software Unlimited when invoiced, approximately \$13,885.00.

An extension of services from Harris School Solutions is needed for another 6 months to complete all processes necessary for the past fiscal year which will cost approximately \$10,240.00.

We will be moving away from Harris School Solutions as a vendor of all services we currently utilize with them. These systems will replace AptaFund 3.0, AAWeb, Employee Self Services Portal and WebPR

An electronic time keeping system is still being researched and considered for possible implementation late Fall to replace our current system, Attendance on Demand.

8.7. Discuss, Consider and Take Action on the Approval of Policies 3014, 3039, 3040, 3041, 3044, 3045, 3046, 3047, and 5035

8.7.1. Policy 3014 - Use of School Property and Applications

8.7.2. Policy 3039 - Threat Assessment and Response

8.7.3. Policy 3040 - School Safety and Security

8.7.4. Policy 3041 - Crisis Team Duties

8.7.5. Policy 3044 - Incidental or De Minimis use of Public Resources

8.7.6. Policy 3045 - Use of Sniffer Dogs

8.7.7. Policy 3046 - Service Animals and Request Form

8.7.8. Policy 3047 - Data Breach Response

8.7.9. Policy 5035 - Student Discipline

8.8. Discuss, Consider and Take Action to Revoke Policies 1622 and 5101

Upon approval, policy 3046 will replace policy 1622.

Upon approval, policy 5035 will replace policy 5101.

8.8.1. Policy 1622 - Service Animals

8.8.2. Policy 5101 - Student Discipline

8.9. Discuss, Consider and Take Action on the Approval of Handbooks for the 2018-2019 School Year

CEEC Handbook
Elementary Handbook
MS/HS Handbook
Activities Handbook

9. DISCUSSION ITEMS

9.1. Update on the HVAC Projects

9.2. Discussion of the Proposed Quotes from VVS for Security Systems

Quote Number 256: This quote is for installing a Video Door Station and Access Control at the High School. This is the same system that is currently used at CEEC. Amount total= \$10,454.40

Quote Number 257: This quote is for installing a Video Door Station and Access Control at the Middle School. This is the same system that is currently used at CEEC. Amount total= \$6,133.29

Quote Number 258: This quote is for updating and installing the Middle School cameras and software system. Amount total= \$4,137.49

10. AGENDA SETTING AND FUTURE MEETINGS

NASB Monthly Board Update- July 2018

Regular Board of Education Meeting- August 13, 2018 at 7:00 PM

Special Board of Education Meeting- August 27, 2018 at 12:00 PM

2018 Area NASB Membership Meetings- August 28, 2018 in Kearney and September 26 in North Platte

11. 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.