

**PENDER PUBLIC SCHOOL BOARD OF EDUCATION MEETING MINUTES**  
**Pender Public Schools – Room 109**  
**June 19, 2023 – 8:00 p.m.**

The Pender Public School Board of Education met in regular session in room 109 at Pender Public School on Monday, June 19, 2023. President Matt Peters called the meeting to order at 8:11 p.m. with the following members present: Mandy Johnson, Matt Peters, JJ Maise, Jason Roth, Jean Karlen and Matt Heineman. Also present were Superintendent Jason Dolliver, Secondary Principal Eric Miller, Elementary Principal/SPED Director Kelly Ballinger and Recording Secretary Deanna Hansen.

As required by Nebraska Statute 84-1412(8), President Peters drew the attention of those present to the location of information regarding the Open Meetings Act posted in the meeting room and accessible to all members of the public.

President Peters reviewed the agenda as presented, affirmed that every board member had received notice of the meeting and confirmed that the time and place of the meeting had been published or posted as required by Board Policy 8342.

A motion to approve the minutes of the regular Board meeting held on May 8, 2023, was made by Johnson and seconded by Heineman. President Peters stated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Superintendent Dolliver presented the Financial Reports, reviewing the expenses and revenue for the General, School Nutrition and Activity Funds.

A motion to approve financial reports as presented and payment of bills as follows: General Fund - \$430,229.44; School Nutrition Fund - \$27,158.12; Activity Fund - \$45,812.76; Special Building Fund - \$43,900.45; Employee Benefit Fund - \$5,851.13 and Payroll - \$222,748.32 was made by Heineman seconded by Roth. President Peters stated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Secondary Principal Luke Hoffman, Elementary Principal/Special Education Director Kelly Ballinger and Superintendent Jason Dolliver presented their administrative reports. These reports can be seen in their entirety by logging on to the Pender School website (<https://penderschools.org>) and clicking on the Board of Education tab, and then selecting eMeeting. A printed copy can be obtained at the school. Some of the topics covered in the reports include:

<u>Superintendent</u>	<u>Secondary Principal</u>	<u>Elementary Principal</u>
Mission Statement	Mission Statement	Mission Statement
Superintendent Goals	LB 399	Professional Goals
Meetings & Events	Workshops/Conf/Meetings	Workshops & Meetings
School Improvement	State Track	LETRS Training
Little Pendragons	State Boys Golf	Collaborative Coaching
3-Year-Old Preschool	Norfolk Daily News	LB 399
Summer Project Update	All-Academic Team	Annual NSCAS Awards
Alumni Omelet Feed	Student Council 2023-24	4 <sup>th</sup> Qtr. PRIDE Assembly
Extra Duty Assignments	NSCAS/ACT Awards	Summer School/Jump Start

Vehicle Update  
Positions to Fill  
July Board Meeting

Class of 2023  
Other Activities  
Upcoming Events

23-24 Class Size Projections  
Preschool Information  
Summer To-Do List

Jason Roth and JJ Maise reported on the P2T Board Meeting that they attended in West Point prior to the school board meeting. They reported that the welding program was full, that NECC was interviewing for an instructor for the Building Construction Pathway and that a medical assistant program may be added to the Health Pathway.

President Peters implemented the Procedures for Public Comment and no one took advantage of the opportunity to address the board.

Superintendent Dolliver reported that Luke Hoffman needs to be added as a signer on the District's Frontier Bank accounts and Eric Miller needs to be removed; and signature cards for the Activity Fund and the Petty Cash Fund need to be update also to reflect that change. He recommended approving the Bank Resolution and new signature cards.

A motion was made by Roth and seconded by Johnson to approve the addition of Luke Hoffman as a signer on Frontier Bank accounts and remove Eric Miller. President Peters restated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Dolliver reported to the Board that a secondary teaching contract had been offered to and accepted by Kensie Burnside for the 2023-24 school year. She will cover foreign language and be able to fill some other holes for the District as well. Dr. Dolliver recommended approving her contract as presented.

A motion was made by Johnson and seconded by Karlen to approve the contract with Kensie Burnside for the position of Secondary Teacher. President Peters restated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Dr. Dolliver said that while we are excited for Kensie Burnside to join the PPS staff, our long-term plan does not include a second Ag Ed instructor. Dr. Dolliver shared additional details about the long-term plan moving forward and recommended accepting Ms. Burnsides resignation effective at the end of the 2023-24 school year.

A motion was made by Johnson and seconded by Karlen to accept the resignation of Kensie Burnside effective at the end of the 23-24 school year. President Peters restated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Dr. Dolliver told the Board he was notified by Tami Morgan that she would be resigning from her district secretary position effective June 13, 2023. He recommended accepting her resignation.

A motion was made by Heineman and seconded by Maise to approve the resignation of Tami Morgan and thank her for her service to the District. President Peters restated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Superintendent Dolliver reported that the District Secretary position was advertised soon after Morgan's resignation was received. A handful of applications were received, and 2 individuals were interviewed. The interview team felt that Kristin Walsh was the best fit for the job, so the job was offered to her, and she accepted it. She started working the day after she was interviewed and is fitting in well. Dolliver recommended approving her work agreement.

A motion was made by Maise and seconded by Roth to approve the work agreement with Kristin Walsh for the position of District Elementary Secretary. President Peters restated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Extended contracts for additional days beyond a regular 185-day teaching contract were considered for the FFA advisor, guidance counselor and media instructor. Board members discussed the length of each extended contract, benefits provided through the additional days and the total cost to District. Dr. Dolliver recommended that the board approve the 2023-2024 extended contracts for the FFA advisor, guidance counselor and media instructor.

A motion was made by Maise and seconded by Roth to approve extended contracts as presented for the 2023-2024 school year as follows: 1) FFA Advisor – 15 days; 2) Media Instructor – 10 days; and 3) School Counselor – 10 days; at a total cost to District of \$11,658.76. President Peters stated the motion and the result of roll call vote being all ayes (6-0); motion carried.

The idea of adding an Assistant FFA Advisor came up during the 2022-23 school year. Our Advisor was in her first year of teaching and the load she was asked to carry was extremely large. Ms. Claussen did a great job, but having someone assist her was discussed. Kensie Burnside is an Ag Ed Teacher and was Neligh-Oakdale's FFA Advisor for 3 years. She is very qualified to fill the role of Assistant FFA Advisor and she is willing to do so. Dr. Dolliver recommended adding this on a one-year basis in the 6% lane on the extra duty assignment pay schedule.

A motion was made by Roth and seconded by Johnson to approve the addition of an Assistant FFA Advisor for the 2023-2024 school year. President Peters stated the motion and the result of roll call vote being all ayes (6-0); motion carried.

Superintendent Dolliver reviewed a list of items and asked that they be declared surplus, and disposition be authorized. Board Policy 3090 provides guidelines for declaring items as surplus and disposing of them. Dr. Dolliver recommended approval of the list as presented.

A motion was made by Maise and seconded by Heineman to declare the list of items as surplus and to authorize the Superintendent to dispose of the items as allowed in Board Policy 3090. President Peters stated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Dr. Dolliver talked with Board members about the repair that was needed on the HVAC system serving the new gym. He had reported to the Board in a Weekly Report a couple of weeks ago about the problem and the immediate need to get it fixed. He and Board members reviewed the quote for the repairs, and he recommended retroactive approval of this repair work.

A motion was made by Maisie and seconded by Jonson to approve the proposal from Rasmussen to complete the repair work needed on the HVAC that serves the new gym area at a cost of \$17,160. President Peters stated the motion and the result of roll call vote being all ayes (6-0), motion carried.

Members of the Policy Committee met with Superintendent Dolliver on June 15<sup>th</sup>. They reviewed policy as part of the annual policy review process, as well new and amended policy provided by legal counsel.

A motion was made by Johnson and seconded by Karlen to approve first reading of Board Policy # 1101, 4171, 5004, 5006, 5101, 5102, 5103, 5602, 6212, 6215, 6284, 6288, 6600, 6700, 6921, 6930 and 8130. These updates were provided by legal counsel due to recent legislative action and need to be implemented by the start of the new school year. The Board discussed all the changes. Superintendent Dolliver recommended approving the second and final readings. President Peters stated the motion and the result of roll call vote being all ayes (6-0); motion carried.

A motion was made by Johnson and seconded by Karlen to approve the first reading of BOE Administrative Regulations 5006.1, 5006.2, 5102.1 as reviewed. President Peters restated the motion and the result of roll call vote being all ayes (6-0); motion carried.

The building addition for the ESSER Addition and Classroom Expansion project is nearly complete. Dr. Dolliver reported that the rooftop unit was set on June 19<sup>th</sup> and will have a factory startup on June 21<sup>st</sup>; electrical will wrap up on June 20-21, and that the Fire Marshall is scheduled to be here on June 28<sup>th</sup>. A walk-through is planned for June 27<sup>th</sup> at 3:00 pm to create the punch list of unfinished items.

Superintendent Dolliver provided the Board with an update on the Pendragon Sports Complex. He shared that the space near the pits, runways, etc. needs to look better; that Autumn Seeding had completed the 3<sup>rd</sup> attempt at hydroseeding the area inside the new track; and that Tony and his crew were working on installing additional underground sprinklers to the PSC. He also reported that he continued work with Jessie McConnel to get the design for the Timberlyne building finished soon.

The Omelet Feed is scheduled for June 24<sup>th</sup>, 8:00 -10:00 am at the school and the Alumni Banquet also on June 24<sup>th</sup> at 6:00 pm at the Pender Community Center. The next regular meeting is scheduled for Monday July 17<sup>th</sup>, beginning at 8:00 p.m.

A motion to adjourn was made by Roth and seconded by Heineman. President Peters stated the motion and the result of the vote being all ayes (6-0) the meeting was adjourned at 10:44 p.m.

Jason Roth, Board Secretary

Deanna Hansen, Recording Secretary

# Pender Public Schools

## June 2023 Payables

Check Number	Payee	Type	Amount
430207	AFLAC-12	June Payroll Liability	\$919.55
430208	AFLAC-10	June Payroll Liability	\$94.42
430209	Blue Cross Blue Shield of NE	June Payroll Liability	\$73,029.01
430210	Credit Management Services	June Payroll Liability	\$258.12
430211	Department of Revenue	June Payroll Liability	\$10,056.33
EFT	Employee Benefit Fund	June Payroll Liability	\$5,026.80
430212	Frontier Bank	June Payroll Liability	\$65,513.42
430213	Madison National Life Ins Co, Inc	June Payroll Liability	\$1,706.37
430214	NCF c/o PSC	June Payroll Liability	\$66.18
430215	Nebraska School Retirement	June Payroll Liability	\$52,877.74
430216	Pender General Fund	June Payroll Liability	\$1,078.00
430217	Pender/Thurston Education & Community	June Payroll Liability	\$252.39
430218	Special Building Fund	June Payroll Liability	\$231.67
430219	Vision Service Plan	June Payroll Liability	\$664.32
EFT	HSA Account Contributions	June Payroll Liability	\$5,306.70
40220	ABC Mobile Storage Inc	Storage Container Rent	\$350.00
40221	ACCO Brands Corporation	Laminating Film	\$412.80
40222	ACT	Test Scoring	\$384.00
40223	Amazon Capital Services	Accounts Payable	\$2,669.12
40224	Appearia	Rug Rent	\$77.00
40225	Auto Glass Solutions	Van & Bus Windshields	\$2,057.67
40226	Autumn Custom Seeding, LLC	PSC Seeding	\$7,500.00
40227	Blick Art Materials	Classroom Supplies	\$424.06
40228	Canon Financial Services	Copier Lease	\$2,141.44
40229	Carrier Container Company	Rolloff Dumpster	\$350.00
40230	CDW*G	Chromebooks & Server	\$17,700.22
40231	Chesterman Company	Supplies	\$209.80
40232	Clever Inc.	Annual Renewal	\$2,531.25
40233	Cole Papers	Custodial Supplies	\$1,550.77
40234	CPI	Annual Renewal	\$200.00
40235	Cubby's	Fuel & Miscellaneous Supplies	\$2,732.74
40236	Dunn's Plumbing and Heating	Repairs-Rental House	\$4,670.00
40237	EPS Operations, LLC	Classroom Supplies	\$72.65
40238	Fastwyre Broadband	Telephone	\$300.64
40239	First National Bank	Accounts Payable	\$12,954.43
40240	Follett Content Solutions LLC	Library Books	\$201.43
40241	Frazeys	Supplies	\$215.81
40242	Frontier Bank	Carwash Cash	\$250.00
40243	Fuzz's Lawn Service	Mulch & Plants	\$195.00
40244	Heinemann	Classroom Supplies	\$16.00
40245	Houghton Mifflin Harcourt Pub Co	Accounts Payable	\$4,378.40
40246	IMSE	Classroom Supplies	\$97.35
40247	inTouch	Phone System Repairs	\$92.00
40248	J.F. Ahern Co.	Sprinkler System Repairs	\$2,336.00
40249	Janke Auto Co.	Van Maintenance	\$378.95
40250	Jerico Construction LLC	Concrete	\$4,300.00

40251	John Deere Financial	Mower & Sprayer Repairs	\$409.40
40252	Johnson Hardware Co., LLC	Cores for Various Doors	\$933.08
40253	Just Right Reader, Inc.	K-2nd grade reading library	\$8,910.00
40254	Kayla Welch, BCBA	Professional Fees	\$1,437.50
40255	KSB School Law	Professional Fees	\$225.00
40256	Lamp Auto Parts	DEF Fluid	\$34.98
40257	Lexia Learning Systems LLC	LETRS Training Materials	\$798.00
40258	Lorensen Lumber & Grain	Maintenance Supplies	\$38.17
40259	Matheson Tri-Gas, Inc.	Welding Gas & Bottle Rent	\$287.92
40260	McGraw-Hill	Social Studies & Math	\$44,032.58
40261	Menards	PSC Sprinkler & Custodial Supplies	\$2,844.06
40262	Menards Sioux City	PSC Sprinkler Supplies	\$176.18
40263	Midwest Alarm Services	Professional Fees	\$132.33
40264	Midwest Technology Products	Classroom Supplies	\$67.96
40265	NE Council of School Admin	Registration Fees	\$520.00
40266	Office Elements	Furniture	\$30,185.66
40267	Paper 101	Colored Paper	\$1,393.58
40268	Pender Ace Hardware	Maintenance Supplies	\$361.75
40269	Pender Grain Inc	Weed Spray	\$105.00
40270	Pender Municipal Utilities	May Usage	\$14,779.69
40271	Pender School Nutrition Fund	Reimbursement	\$6,743.94
40272	Petty Cash Fund	Reimbursement	\$1,038.97
40273	Quill Corporation	Chair Mats	\$369.67
40274	Rasmussen Mechanical Services	Repairs	\$2,418.30
40275	Rays Midbell	Instrumental music	\$214.26
40276	Ricks Computers, Inc.	MacBook Repairs	\$774.84
40277	Safe-N-Secure	Key Cards	\$317.06
40278	Sam's Club	Supplies	\$70.80
40279	School Nurse Supply Inc	Supplies	\$29.00
40280	School Specialty, LLC	Classroom Supplies	\$333.01
40281	Schoolmate	Elementary Planners	\$617.50
40282	Seesaw Learning, Inc.	Annual Renewal	\$2,500.00
40283	Striv AV, LLC	Classroom Supplies	\$94.40
40284	Sturek Media, Inc.	Printing	\$233.92
40285	Subway	Graduation	\$257.93
40286	Sysco Lincoln	Accounts Payable	\$103.76
40287	Tarry Daum	Tree & Stump Removal	\$769.00
40288	TM Painting & Handyman	Elementary Painting	\$6,883.13
40289	Turnitin, LLC	Annual Renewal	\$2,114.00
40290	United Rentals	Trencher Rental	\$955.65
40291	UnityPoint Clinic-Occupational Medicine	Professional Fees	\$42.00
40292	Verizon Wireless	Wi-Fi	\$80.02
40293	Virco Inc	Chairs	\$4,132.84
40294	West Point News Inc.	Advertising	\$252.00
40295	TM Painting & Handyman	Elementary Painting	\$2,380.05
		<b>General Fund AP &amp; PR Liability Total</b>	<b>\$430,229.44</b>
		<b>General Fund Payroll Total</b>	<b>\$215,465.84</b>
		<b>School Nutrition Fund Total</b>	<b>\$34,440.60</b>
		<b>Activity Fund Total</b>	<b>\$45,812.76</b>
		<b>Employee Benefit Fund Total</b>	<b>\$5,851.13</b>
		<b>Special Building Fund Total</b>	<b>\$43,900.45</b>