

PENDER PUBLIC SCHOOLS BOARD OF EDUCATION MEETING MINUTES
Pender Public Schools – Conference Room
July 17, 2023 – 8:00 p.m.

The Pender Public School Board of Education met in regular session in the Conference Room on Monday, July 17, 2023. President Matt Peters called the meeting to order at 8:07 p.m. with the following members present: Matt Heineman, Jean Karlen, Mandy Johnson, JJ Maise and Matt Peters. Also present were Superintendent Jason Dolliver, Secondary Principal Luke Hoffman, and Elementary Principal/SPED Director Kelly Ballinger.

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.

A motion to excuse Board member Roth from the meeting was made by Maise and seconded by Heineman. President Peters stated the motion and the result of roll call vote being all ayes (5-0-Roth absent) motion carried.

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 June 19, 2023, regular board meeting as presented was made by Johnson, and seconded by Karlen. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

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

The bills were reviewed. Board members asked questions about several invoices and answers were provided.

A motion to approve financial reports and payment of bills as follows: General Fund - \$301,233.06; School Nutrition Fund - \$30,872.82; Activity Fund - \$17,196.90; Employee Benefit Fund - \$2,422.44; Special Building Fund - \$43,264.90 and Payroll - \$212,548.56 was made by Heineman and seconded by Johnson. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

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

Superintendent
Mission Statement
Professional Goals
Workshops/Meetings
Property Valuation
Carpet for Music Rooms

Secondary Principal
Workshops/Meetings
LB 399
Workshops/Meetings
23-24 Projected Class Sizes
New Teachers

Elementary Principal
Mission Statement
Professional Goals
Workshops & Meetings
Summer School /Jump Start
23-24 Projected Class Sizes

Updated District Map
Vehicle Update
Little Sprouts Lunches
Pender Betterment Group Donation
Student Donation
August BOE Meeting

Other Activities

Preschool Information
New Teachers
Summer To-Do List

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

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 Johnson 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 (5-0), motion carried.

Letters soliciting a proposal for petroleum products were mailed to all distributors in the district. One proposal was received from Cubby's, Inc. for 15¢ below pump price. Board members reviewed the proposal. Dr. Dolliver recommended accepting the Cubby's, Inc. proposal.

A motion was made by Maise and seconded by Heineman to accept the proposal submitted by Cubby's, Inc. of 15¢ below pump price for the 2023-24 school year. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Dr. Dolliver shared milk proposals for the 2023-24 school year from Hiland Dairy and Kemps LeMars. The better bid was the one from Hiland Dairy. Board members reviewed the proposals. Superintendent Dolliver recommended accepting the proposal from Hiland.

A motion was made by Johnson and seconded by Maise to accept the proposal from Hiland Dairy to provide milk to the district for the 2023-24 school year. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Superintendent Dolliver reviewed the proposed 2023-24 food service, drivers ed, substitute teachers and classified staff, activity fees, activity passes, technology fees and high school and junior high contest admission fees for students and patrons with Board members.

Dr. Dolliver reported that he reviewed meal prices and opted to not increase them for the 2023-24 school year. It was discussed that all families are encouraged to complete the application for free and reduced meals.

Drivers Education tuition fees were reviewed. Currently, the district charges \$300 tuition for drivers ed. Of that tuition, \$200 per student is paid to the instructor and the balance is used to offset costs of offering the program. A waiver for Free & Reduced students is in place. Superintendent Dolliver recommended no increase in the Driver's Ed tuition rate for the 2023-24 school year.

Currently the district pays \$135 per day for a substitute teacher and \$12.50 per hour for classified staff member substitutes. After surveying area schools, Dr. Dolliver recommended increasing the rate to \$145

per day for substitute teachers and increasing the classified staff member substitute rate to \$15.00 per hour for the 2023-24 school year.

Dr. Dolliver recommended continuing the technology fee for all K-12th grade students. He reported that all students are issued a school-owned device, with kindergarten and 1st grade receiving iPads, and students in 2nd through 12th grade receiving Chromebooks. Superintendent Dolliver recommended no increase in the technology fee for the 2023-24 school year, with the fee remaining \$25.

Dr. Dolliver and the Board discussed the activity fees and activity pass prices. These are fees that help the Activity Fund and offset expenses. After much discussion it was decided to waive student activity participation fees again for the 2023-24 school year, and the leave the Activity Pass prices the same as they were during the 2022-23 school year.

A motion was made by Maise and seconded by Johnson to approve fees for the 2023-24 school year as follows:

- Breakfast: \$2.50-Adult; \$1.85-PK-12 students; Seconds: Main-\$.85; Side-\$.60; Milk/Juice-\$.45
- Lunch: \$4.00-Adult; \$2.75-7-12 Students; \$2.50-K-6 Students; \$2.25 Preschool; Seconds: Main Entrée-\$1.35; Side Dish-\$.85; Milk-\$.45
- Milk Break: \$35/\$70-K-3 students (Semester/Year)
\$25/\$50-Preschool M-T-Th-F am
\$20/\$40-Preschool M-T-Th-F pm (Special Milk Program)
- Drivers Ed: \$300 per student; \$200-instructor per student; F&R waiver available; Reduced will pay a percentage
- Substitutes: \$145.00-Teacher; \$15.00/hour-Classified staff
- Activity Fees: Waived for the 2023-24 school year
- Technology Fee: \$25.00 per student, grades Kindergarten through 12th grade
- Activity Passes: \$50.00-Adults; \$40.00-Senior Citizens (62+); \$125-Family
- HS Contests: \$5.00-Adults & Students; PPS students Free
- JH Contests: \$2.00-Adults & Students; PPS students Free

President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

A valve on the fire suppression system recently failed. Repairing this issue is not optional. The only option we have is to select the vendor we want to make the repair. Ahern does all the work we need done on our fire suppression system. That has been the case for many, many years. As such, only one proposal to complete this repair was sought, and it was sought from Ahern. The proposal was reviewed by Board members. Dolliver recommended approving the proposal from Ahern to repair the fire suppression system.

A motion was made by Heineman and seconded by Maise to accept the quote from Ahern Fire to repair the fire suppression system at a total cost to District of \$6,997.00. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

The foundation of the north bleachers on the home side seems to be failing. The blocks that hold the bleachers up are leaning quite a bit. The bleachers seem very unsafe in their current condition, so repairing them is a high priority with the football season right around the corner. Dolliver reported that he and Crippen contacted Charles Kneifl to see if he would be interested in making the necessary repairs. Kneifl looked at the facility and said he and his crew could complete the work needed in a timely manner, and he estimated that it would cost around \$5,950.00. Dolliver also reminded Board members that the

Heyne Family had donated \$10,000 in 2019 for use at Heyne Field. Dr. Dolliver recommended approving the request for Charles Kneifl to complete the repairs as presented.

A motion was made by Karlen and seconded by Johnson to give the Facilities / Transportation Committee permission to spend up to \$10,000.00 to repair the bleachers at Heyne Field. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Dr. Dolliver reported that the upright double door freezer in the kitchen recently failed. A rep from AC&R came to look at it. The unit is 20 years old and has had several leaks; his recommendation was to replace it rather than repair. Proposals were received from 2 vendors for a replacement freezer. The Board reviewed the proposals. Dr. Dolliver recommended approving the bid from AC&R for a new unit.

A motion was made by Maise and seconded by Karlen to approve the proposal from AC&R for a 2-door freezer for the kitchen at a total cost of \$5,400.00. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Superintendent Dolliver reported that Keena Koehlmoos was offered and accepted the position of custodian that was open due to Ryan Cameron's resignation. He reported that we have advertised the position several times since March. She has owned and operated a cleaning business for many years and comes to us with much experience and expertise in the field. Dr. Dolliver recommended approving her work agreement as reviewed.

A motion was made by Heineman and seconded by Maise to approve the work agreement with Keena Koehlmoos for the position of Custodian. President Peters restated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Superintendent Dolliver reported that Karlee Pinney recently requested to be added to our certified substitute list; she has a degree in education and is a certified teacher who is fully qualified to serve the district as a substitute teacher. Dr. Dolliver recommended adding Pinney to the sub list.

A motion was made by Johnson and seconded by Maise to approve the addition of Pinney to the certified sub list. President Peters restated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Dr. Dolliver reported that he and Principals Hoffman and Ballinger met with the Policy Committee earlier in the day to review the suggested additions/changes to the Elementary Parent/Student and Secondary Parent/Student handbooks. He also reported that during the principal's review of the student handbooks, it was discovered that Policy 5008 needed to be updated. In addition, the Policy Committee also reviewed the suggested additions/changes to the Certified Staff, Classified Staff, Extracurricular Activities Parent/Student, and Coach & Sponsor handbooks.

A motion was made by Johnson and seconded by Karlen to approve the Elementary Parent/Student, Secondary Parent/Student, Certified Staff, Classified Staff, Extracurricular Activities Parent/Student and Coach & Sponsor Handbooks for the 2023-24 school year as reviewed. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

A motion was made by Johnson and seconded by Maise to approve the first reading of Board Policy 5008. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

A motion was made by Johnson and seconded by Heineman to approve second reading of policy

amendments and additions of Board Policy 1101, 4171, 5004, 5006, 5101, 5102, 5103, 5602, 6212, 6215, 6284, 6288, 6600, 6700, 6921, 6930 and 8130. President Peters stated the motion and the result of roll call vote being all ayes (5-0) motion carried.

Superintendent Dolliver reviewed the punch list for the ESSER Addition and Classroom Expansion project. No action was needed but Board members discussed the list of items and Dolliver reported on what had been completed to date.

Dr. Dolliver provided an update on the Pendragon Sports Complex. No action was needed.

The Board reviewed the Plan for Safe Return to School. Superintendent Dolliver reported that this plan needs to be reviewed every six months as a requirement to receive federal ESSER funding. No changes were made to the plan and no action was taken.

President Peters reminded Board members of the next regular board meeting scheduled for Monday, August 21 beginning at 7:00 pm and the NASB Area Membership Meeting on September 6th at 5:00 pm in Norfolk. The Board is also invited to the Pre-Service Breakfast and Welcome on August 15th with breakfast at 7:30 am and the Staff Welcome at 8:00 am.

A motion to adjourn was made by Heineman and seconded by Johnson. President Peters stated the motion and the result of the vote being all ayes (5-0) the meeting was adjourned at 10:12 pm.

Jason Roth, Secretary

Jason Dolliver, Recording Secretary

Pender Public Schools

July 2023 Payables

Check Number	Payee	Description	Amount
40345	AFLAC-12	July Payroll Liability	\$863.39
40346	Blue Cross Blue Shield of NE	July Payroll Liability	\$69,678.31
40347	Credit Management Services	July Payroll Liability	\$60.69
40348	Department of Revenue	July Payroll Liability	\$10,429.07
EFT	Employee Benefit Fund	July Payroll Liability	\$3,948.16
40349	Frontier Bank	July Payroll Liability	\$65,758.82
40350	Madison National Life Ins Co, Inc	July Payroll Liability	\$1,587.91
40351	Nebraska School Retirement	July Payroll Liability	\$51,113.41
40352	Pender General Fund	July Payroll Liability	\$923.15
40353	Special Building Fund	July Payroll Liability	\$231.67
40354	Vision Service Plan	July Payroll Liability	\$607.46
EFT	HSA Account Contributions	July Payroll Liability	\$4,831.13
40296	Amazon Capital Services	Accounts Payable	\$3,347.05
40297	Canon Financial Services	Copier Lease	\$1,070.72
40298	Carpenter Paper Company	Custodial Supplies	\$313.04
40299	Chromebookparts.com	Chromebook Keyboard	\$39.99
40300	Cole Papers	Filters	\$60.80
40301	Crippen, Anthony S	Reimbursement	\$13.00
40302	Cubby's	Fuel & Miscellaneous Supplies	\$1,616.56
40303	Egan Supply Company	Floor Scrubber Battery	\$1,522.43
40304	Essential Screens	Background Check	\$56.50
40305	Fastwyre Broadband	Telephone	\$300.64
40306	First National Bank	Accounts Payable	\$6,212.39
40307	Follett School Solutions, Inc.	Library Software Renewal	\$1,099.05
40308	FP Mailing Solutions	Postage Meter Rent	\$180.00
40309	Frazey's	Fuel	\$78.29
40310	Gibbs Smith Education	Social Studies Curriculum	\$2,931.14
40311	Harris School Solutions	Aptafund Software Renewal	\$9,153.89
40312	HR Direct	HR Poster Updates	\$89.99
40313	Innovative Office Solutions, LLC	Classroom Supplies	\$756.74
40314	inTouch	Telephones	\$563.91
40315	J.F. Ahern Co.	Annual Sprinkler Inspection	\$855.00
40316	Janke Auto Co.	Van Maintenance	\$394.90
40317	Jerico Construction LLC	Concrete Replacement	\$17,797.50
40318	Jetensky, Marin E	Reimbursement	\$25.00
40319	Learning A-Z, LLC	Annual Software Renewal	\$1,642.00
40320	Lexia Learning Systems LLC	Annual Renewal	\$5,940.00
40321	Lorensen Lumber & Grain	Maintenance Supplies	\$256.77
40355	Mapping Solutions	School District Map	\$1,678.75
40322	Matheson Tri-Gas, Inc.	Welding Gas & Bottle Rent	\$279.05
40323	Menards	Maintenance & Building Supplies	\$1,912.91
40324	Notable, Inc. (Kami)	Annual Renewal	\$1,872.50
40325	Office Elements	Furniture	\$3,528.01
40326	Orkin Pest Control	Accounts Payable	\$103.64
40327	Pearson Education, Inc.	Classroom Supplies	\$359.00
40328	Pender Ace Hardware	Maintenance & Transportation Supplies	\$615.49
40329	Pender Municipal Utilities	June Utility Usage	\$15,748.39
40330	Petty Cash Fund	Reimbursement	\$755.80
40331	Rays Midbell	Instrumental Music Supplies	\$1,841.25
40332	Ricks Computers, Inc.	Computer Repair	\$328.00
40333	S&S Worldwide	Classroom Supplies	\$21.21
40334	Sam's Club	Supplies	\$17.49

40335	Scholastic Inc	Classroom Supplies	\$65.89
40336	Sheet Music Plus	Band Sheet Music	\$43.40
40337	Staples Advantage	Office Supplies	\$374.25
40338	Student Assurance Services	Insurance	\$1,050.50
40339	Sturek Media, Inc.	Printing	\$455.04
40340	Teaching Strategies, Inc.	Annual License Renewal	\$569.25
40341	The Home Depot Pro	Office Supplies	\$129.11
40342	Truck Center Companies	Bus Maintenance	\$3,053.62
40343	Verizon Wireless	Wi-Fi	\$80.04
Sub Total		General Fund AP & PR Liabilities	\$301,233.06
		General Fund Payroll Total	\$202,164.86
		School Nutrition Fund Total	\$41,256.52
		Activity Fund Total	\$17,196.90
		Employee Benefit Total	\$2,422.44
		Special Building Fund Total	\$43,264.90