

PENDER PUBLIC SCHOOLS BOARD OF EDUCATION MEETING MINUTES
Pender Public Schools – Room #305
July 16, 2018 – 7:00 p.m.

The Pender Public School Board of Education met in regular session in Room 305 on Monday, July 16, 2015. President Matt Peters called the meeting to order at 7:05 p.m. with the following members present: Jason Roth, Matt Heineman, J.J. Maise, Jean Karlen, Dan Wichman and Matt Peters. Absent: None. Also present were Superintendent Jason Dolliver, Elementary Principal 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 was made by Heineman and seconded by Wichman to approve the agenda as presented. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

Motion to approve the minutes of the regular board meeting held on June 11, 2018 as amended was made by Maise and seconded by Roth. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

A motion to approve financial reports and payment of bills as follows: General Fund - \$348,510.16; School Nutrition Fund - \$7,081.39; Qualified Capital Purpose Undertaking Fund - \$524.00; Bond Fund - \$1,074.00; Depreciation Fund - \$72,280.00; Activity Fund - \$7,720.86; and Payroll - \$168,768.20 was made by Wichman, seconded by Roth. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

Superintendent Jason Dolliver, and Elementary Principal/SPED Director Kelly Ballinger presented administrative reports, and Dr. Dolliver reviewed Secondary Principal Miller's report. These reports can be seen in their entirety by logging on to the Pender School website (<http://www.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:

<u>Superintendent</u>	<u>Secondary Principal</u>	<u>Elementary Principal</u>
Mission Statement	Mission Statement	Mission Statement
Workshops/Meetings	Workshops/Meeting	Workshops/Meetings
School Improvement	National Convention	Class Sizes/Sections
Summer Foodservice	Spanish Textbooks	18-19 Paraeducator Needs
Sector Now	Handbook Changes	Summer School
Pathways 2 Tomorrow	Upcoming Events	Jump Start School
Alumni Omelet Feed		Pendragon Academy

August Special Meeting

Elementary School Day
Fall In-Service Agenda
PPS Open House
Handbook Updates

Board member Roth provided a brief update of the recent P2T meeting he attended. Board members asked questions and provided input for inclusion during the next P2T meeting.

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

Superintendent Dolliver presented a letter encouraging PPS to consider continuation of membership in NRCSA for the 2018-2019 school year and to consider joining the NREA (National Rural Education Association). Annual fees for membership in NRCSA of \$850 remained unchanged from the 2017-2018 membership cost, while membership in NREA is just \$75. Dr. Dolliver explained some about what the NREA does for schools, and recommended renewal of the district's NRCSA membership and joining the NREA. Board members discussed the value of membership in the Nebraska Rural Community Schools Association and the NREA.

A motion was made by Wichman and seconded by Maise to approve renewing membership in NRCSA at an annual cost of \$850 for the 2018-2019 school year and joining the NREA at an annual cost of \$75 for the 2018-2019 school year. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

Letters soliciting a proposal for petroleum products were mailed to all distributors in the district. Two proposals were received, one from Cubby's, Inc. for 11¢ below pump price, and one from Frazey's Food & Fuel for 5¢ below pump price. Mr. Dolliver recommended acceptance of the Cubbys, Inc. proposal. Board members reviewed the proposals and had a lengthy discussion about the PPS's obligation to the business community and how that connects with PPS's responsibility to the district tax payers.

Motion was made by Wichman, seconded by Maise to accept the proposal submitted by Cubbys, Inc. of 11¢ below pump price for the 2018-2019 school year. President Peters stated the motion and the result of roll call vote being 5 ayes and 1 nay; motion carried.

Mr. Dolliver shared milk proposals for the 2018-2019 school year from Hiland Dairy and Dean Foods. Superintendent Dolliver recommended accepting the proposal from Hiland Dairy. Board members reviewed, compared and discussed the two proposals.

A motion was made by Wichman and seconded by Heineman to accept the proposal from Hiland Dairy to provide milk to the district for the 2018-2019 school year. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

Superintendent Dolliver reviewed the proposed 2018-2019 food service, drivers ed, substitute teachers and classified staff, activity fees, activity passes, and high school and junior high contest admission fees for students and patrons with Board members. Mr. Dolliver updated BOE members of Nebraska Department of Education's Equity in School Lunch Pricing provision required by the United States Department of Agriculture (USDA) which provides guidance for

determining whether district meal prices meet the standards established. The regulations provide an opportunity to increase lunches as much as 10¢ per year. Dr. Dolliver recommended an increase for breakfast and lunch meal prices of 5¢ for the 2018-2019 school year due to increased costs for personnel and rising food prices, coupled with the USDA recommendation. No recommendation was made to increase milk or prices for seconds.

Drivers ed tuition fees were reviewed. Currently, the district charges \$260 tuition for drivers ed. Of that tuition, \$150 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 increasing the current drivers ed tuition fee for the 2018-2019 school year to \$270 with \$160 per student paid to instructor.

Currently the district pays \$115 per day for a substitute teacher and \$9.50 per hour for classified staff member substitutes. The substitute teacher rate was raised from \$110 to \$115 per day in 2017-2018. After surveying area schools, Mr. Dolliver recommended leaving the rate at \$115 per day for substitute teachers and increasing the classified staff member substitute rate from \$9.60 to \$9.75 per hour.

For the past three years, no activity fees were assessed for secondary activities. Students in grades P-12 were allowed to attend home contests at no charge with a stipulation that students in grades P-6 must be accompanied by a parent or adult. In addition, no admission fee was charged for junior high contests. In the past, a season ticket has been made available for purchase by adults (anyone no longer enrolled at PPS) for \$50 and senior citizens (anyone 65+) for \$40. Mr. Dolliver recommended that PPS begin collecting activity fees and activity pass fees (for students) again to help the Activity Fund and offset expenses.

Motion was made by Wichman, and seconded by Roth to approve fees for the 2018-2019 school year as follows:

- Breakfast: \$2.20-Adult; \$1.70-PK-12 students; Seconds: Main-\$.75; Side-\$.50
- Lunch: \$3.60-Adult; \$2.60-7-12 Students; \$2.35-K-6 Students; \$2.10-Preschool; Seconds: Main Entrée-\$1.25; Side Dish-\$.75; Milk-\$.45
- Milk Break: \$35/\$70-K-3 students; \$35/\$70-Preschool M-F am; \$20/\$40-Preschool M-F pm; \$20/\$40-Preschool MWF am; \$15/\$30-Preschool MWF pm; \$15/\$30-Preschool TR am; \$10/\$20-Preschool TR pm. (Semester/Year)
- Drivers Ed: \$270 per student; \$160-instructor per student; F&R waiver available; Reduced will pay a percentage
- Substitutes: \$115.00-Teacher; \$9.75/hour-Classified staff
- Activity Fees: \$35 year-JH and HS Students; \$100-Family Maximum; F&R waiver available; Reduced will pay a percentage
- Activity Passes: \$50.00-Adults; \$40.00-Senior Citizens; \$125-Family; \$25-K-6 Students; and \$25-7-12 Students (waived for participants)
- HS Contests: \$5.00-Adults; \$4.00 K-12 Students (waived for participants)
- JH Contests: \$2.00-Adults; \$1.00-K-12 Students (waived for participants)

President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

Superintendent Dolliver reviewed a 2018-2019 proposed budget for the P2T partnership. Board members asked questions and discussed the proposed budget as presented. Mr. Dolliver informed BOE members that the budget would be considered for approval at the September P2T Board meeting.

Superintendent Dolliver informed the board that 3 candidates had been interviewed for the 2 paraprofessional positions (one new position and one to replace Beckman). Two candidates were offered work agreements; one needed time to discuss the offer with her husband, and Stephanie Wegner accepted a job offer. She will begin working for PPS on August 13. Dr. Dolliver recommended approval of the work agreement as presented.

A motion was made by Maise and seconded by Heineman to approve a work agreement with Stephanie Wegner to serve as a paraprofessional. President Peters stated the motion and result of roll call vote being all ayes, motion carried.

Policy Committee members met prior to the meeting and reviewed the student handbooks and the classified and certified staff handbooks. Dr. Dolliver shared revisions to classified and certified staff handbooks and reviewed the summary of changes to the student handbooks as well. Superintendent Dolliver recommended approval of changes to the handbooks.

Board members reviewed Policy 1102, 3570, 4003, 5101, 5401, 5402, 5403, 5406, 6212, 6213, 6410 and 8231. All of these policies had been approved for first reading during the June BOE meeting. After discussion, there were no additional changes to any of the policies.

A motion was made by Karlen and seconded by Maise to approve the second reading of Policy 1102, 3570, 4003, 5101, 5401, 5402, 5403, 5406, 6212, 6213, 6410 and 8231. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

A motion was made by Wichman and seconded by Maise to approve the 2018-2019 elementary and secondary student/parent handbooks and classified and certified staff handbooks. President Peters stated the motion and the result of roll call vote being all ayes; motion carried.

President Peters reminded Board members of the next regular board meeting scheduled for Monday, August 13, beginning at 7:00 p.m. Board members established a date of August 28, 2018 beginning at 7:00 a.m. for a special meeting to consider final transfers and adjustments for fiscal year 2017-2018 and review preliminary 2018-2019 budget information.

A motion to adjourn was made by Wichman and seconded by Heineman. President Peters stated the motion and the result of the vote being all ayes the meeting was adjourned at 9:52 p.m.

Jason Roth, Secretary

Deanna Hansen, Recording Secretary

Pender Public Schools

July Payables

Check Number	Payee	Type	Amount
36702	AFLAC-12	July Payroll	\$506.09
EFT	AxisPlus Benefits	July Payroll	\$1,788.32
36703	Blue Cross Blue Shield of NE	July Payroll	\$50,063.33
36704	Colonial Life	July Payroll	\$251.06
36705	Department of Revenue	July Payroll	\$8,373.75
36706	Frontier Bank	July Payroll	\$54,494.44
36707	Madison National Life Ins Co, Inc	July Payroll	\$1,438.27
36708	Nebraska School Retirement	July Payroll	\$42,490.52
36709	Pender General Fund	July Payroll	\$105.23
36710	Vision Service Plan	July Payroll	\$669.73
EFT	HSA Contributions	July Payroll	\$3,210.44
36712	Advanced Consulting Engineering Services	Surveying	\$2,013.38
36713	American Broadband	Telephone	\$297.55
36714	Apple, Inc.	Computers & iPads	\$33,660.00
36715	Binswanger Glass	Operable Windows	\$1,868.00
36716	Blick Art Materials	Classroom Supplies	\$2,905.50
36717	Cadwallader Construction, LLC	Parking Lot/Concrete	\$10,000.00
36718	Centennial Sales Inc	Nurse Supplies	\$9.90
36719	CenturyLink	Wi-Fi	\$943.67
36720	Cornhusker International Trucks Inc.	Bus Repairs/Lights	\$167.78
36721	Cubbys	Fuel	\$1,142.32
36722	Educational Service Unit #1	4th Qtr. SPED/Reg Fees	\$29,839.10
36723	Educational Service Unit #16	Reg Fee	\$250.00
36724	Egan Supply Co	Custodial Supplies	\$236.74
36725	Elkhorn Valley Shopper	Advertising/Para	\$126.00
36726	English, Tara M	Reimbursement	\$61.27
36727	EPS Literacy & Intervention	Classroom Supplies	\$17.95
36711	First National Bank	Bank Card	\$1,956.40
36728	Fisher Scientific	Classroom Supplies	\$355.88
36729	Flinn Scientific Inc	Classroom Supplies	\$315.14
36730	Follett School Solutions, Inc.	Saxon Math; Library; SS	\$5,639.66
36731	Frey Scientific Company	Classroom Supplies	\$55.41
36732	Gibbs Smith Education	4th Gr Social Studies	\$327.89
36733	Gill Hauling Inc	Rolloff & Landfill Fee	\$362.04
36734	Holiday Inn Express & Suites, North Platte	Lodging	\$186.00
36735	Holiday Inn of Kearney	Lodging	\$191.90
36736	Houghton Mifflin Harcourt Pub Co	ELA Consumables	\$3,770.97
36737	HR Direct	Fed & State Posters	\$78.99
36738	IXL Learning	Annual Subscription	\$3,394.00
36739	Janke Auto Co.	Vehicle Maintenance	\$421.05
36740	John Deere Financial	Skid Loader/Mower	\$63.35
36741	JourneyEd, Inc.	Renewal	\$500.00
36742	KSB School Law	Professional Services	\$217.00
36743	Lamp Auto Parts	Transportation Repairs	\$68.62
36744	Lou's Sporting Goods	Adj. Backboards/Hoops	\$8,500.00
36745	Matheson Tri-Gas, Inc.	Classroom Supplies	\$47.10
36746	Menards	Summer Projects/Supplies	\$3,271.22
36747	Mike Lucas	Professional Fee	\$740.00
36748	Moore Medical	Nurse Supplies	\$24.03
36749	National Business Furniture	SPED Cabinet	\$476.10
36750	NE Council of School Admin	Workshop/Webinar Reg Fee	\$160.00

36751	Nebraska Academy of Sciences	Reg Fee	\$10.00
36752	NECO Security	Professional Services	\$118.80
36753	Norix Group, Inc.	SPED Furniture	\$392.55
36754	NRCSA	Annual Dues	\$850.00
36755	NREA	Annual Dues	\$75.00
36756	Oliver & Andy's Book Co., Inc.	Library Books	\$381.95
36757	Omaha World Herald	Advertising/Elem Teacher	\$499.00
36758	Pender Ace Hardware	Maint/Cust Supplies	\$580.19
36759	Pender Community Hospital	DOT Physicals	\$350.00
36760	Pender Grain Inc	Spray	\$315.00
36761	Pender Municipal Utilities	June Usage	\$12,521.87
36762	Petty Cash Fund	Reimbursement	\$50.32
36763	Quill Corporation	Office Supplies	\$66.93
36764	Really Good Stuff, Inc.	Classroom Supplies	\$60.00
36765	Ricks Computers, Inc.	Computer Repairs	\$1,102.86
36766	Scholastic Inc	Classroom Supplies	\$25.45
36767	School Specialty, Inc.	Supplies/Furniture	\$13,725.74
36768	Schoolmate	Elementary Supplies	\$276.00
36769	Sharon Van Cleave	Mileage	\$43.60
36770	Staples Advantage	Classroom Supplies	\$1,216.53
36771	STAPLES Business Advantage	Paper Shredder	\$119.95
36772	Sterling	Chromebooks	\$28,303.46
36773	Sturek Media, Inc.	Printing	\$332.43
36774	Tarry Daum	Tree Removal	\$655.00
36775	US Toy Co	Classroom Supplies	\$39.94
36776	Verizon Wireless	Wi-Fi	\$40.01
36777	Woodcraft 336	Shop Supplies	\$3,206.00
36778	Zaner-Bloser Handwriting	Classroom Supplies	\$35.99
36779	Zvacek Construction, Inc.	Parking Lot/Fence	\$5,062.50
		General Fund Total	\$348,510.16
		July Payroll	\$168,768.20
		School Nutrition Fund	\$7,081.39
		Activity Fund	\$7,720.86
		Depreciation Fund	\$72,280.00
		Bond Fund	\$1,074.00
		QCPU Fund	\$524.00