

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
EDUCATION OF DOUGLAS COUNTY SCHOOL DISTRICT 28-0015,
a/k/a, DOUGLAS COUNTY WEST COMMUNITY SCHOOL DISTRICT
September 16, 2013**

The regular meeting of the Board of Education, District #15, in the County of Douglas, in the State of Nebraska, was convened in open and public session on September 16, 2013, at the Douglas County West Community School Central Office Board Room, 401 South Pine St., Valley, Nebraska. The roll was called and the following board members were present or absent: Present: Jeff Clauson, Sue McKie, John Walvoord, Luke Janke, Pat McCarville and Kelly Hinrichs. Others present: Dan Schnoes, Sabina Wiekhorst, Jeremy Travis, Duane Krusemark, Jim Knott, Troy Glock, Kate Carlson and Emily Heinzen.

Following public notification procedures approved by the Board of Education, February 14, 2011, in adherence to 84-1411, notice of the meeting was given in advance thereof by posting such Notice on the exterior front door of the high school, elementary school, middle school, Valley City Hall, First Nebraska Bank, Waterloo Post Office, and Foundation First Bank. Notice of the meeting was simultaneously given to all members of the Board of Education. Availability of the agenda was communicated in advance notice and in the notice to the Board of Education of the meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

I. Call to Order

President Pat McCarville called the regular meeting to order at 7:30 p.m. Dr. McCarville noted that the Open Meetings Act was posted on the back wall of the Board Room for public review.

II. Public Communications and Correspondence

III. Approval of Agenda

Motion Passed: Motion to approve agenda as presented passed with a motion by Jeff Clauson and a second by John Walvoord.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

IV. Administrative Reports

IV.A. Superintendent's Report

IV.B. Financial Report

V. Consent Agenda

Motion Passed: Motion to approve Consent Agenda leaving out the payment to Sue McKie for Architectural Services passed with a motion by Jeff Clauson and a second by John Walvoord.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

V.A. Approve Minutes

V.B. Approve Claims for Payment

Motion Passed: motion to approve the payment to Sue McKie for Architectural Services per September Statement for the amount of \$320.00 passed with a motion by Pat McCarville and a second by Luke Janke.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Abstain
John Walvoord	Yes

V.C. Approve Financial Report

VI. Old Business

VI.A. Building and Grounds Update

The board discussed the progress of the current building projects and future projects.

VII. New Business

VII.A. Approve the Budgets for the 2013-14 School Year.

Motion Passed: motion to approve the 2013-14 Budget as follows: General Fund budget at \$11,880,535.00, Cash Reserve at \$45,934.54, Depreciation Fund budget at \$1,128,044.14, Employee Benefit fund budget at \$69,550.00, Activities budget at \$262,245.24, School Lunch budget at \$372,245.00, Bond Fund budget at \$0.00, Special Building Fund budget at \$52,035.81, Qualified Capital Purpose Undertaking Fund budget at \$939,893.75, Qualified Capital Purpose Undertaking Fund Cash Reserve at \$195,319.18, And the Student Fee budget at \$2,727.16 passed with a motion by Sue McKie and a second by John Walvoord.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.B. Approve the Final Tax Request for the 2013-14 School Year.

Motion Passed: Motion to set the Tax Request for the 2013-2014 school year at \$843,219.18 for the general fund and \$232,215.91 for the qualified capital purpose undertaking fund bonds passed with a motion by Jeff Clauson and a second by Kelly Hinrichs.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.C. Approve the percentage for the Assistant Cross Country coaching position

Dr. Dan Schnoes met with the DCWEA negotiations team and came to an agreement on the percentages for the assistant cross country coaching position. The percentages are in line with the other positions on the Extra Duty Schedule for 2013-14 and 2014-15. The DCWEA approved the percentages on Sept 11, 2013.

Motion Passed: motion to set the percentages for the assistant cross country coaching position on the Extra Duty Schedule for 2013-14 and 2014-15 at 3.25%

for years 1-3, 4.25% for years 4-6, and 5.25% for years 7+ passed with a motion by Pat McCarville and a second by Sue McKie.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.D. Approve Financial Auditor

DC West's three year contract with Ric Ortmeier for auditing financial statements is up for renewal. Ortmeier was asked to write a proposal for another three years (budget years ending in 2013, 2014, and 2015). The cost in his proposal for the school year ending in 2013 is \$7,980.00, with a 3% increase for the next two years.

Motion Passed: motion to approve the contract with Ric Ortmeier as the school financial statement auditor for the school years ending in 2013, 2014, and 2015 passed with a motion by Kelly Hinrichs and a second by John Walvoord.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.E. Approve classified staff

According to DC West's Board Policy 4210, approved in July, the Superintendent shall be responsible for selecting and recommending personnel to the Board of Education. Final approval for offering a non-certificated at-will employment contract shall be given by formal action of the Board of Education. The employment of non-certified employees shall continue to be on an at-will basis. Recommendations for Board Approval:

John Cooper: Accompanist

Samantha Taft: Part time food service

Jennifer Griffith: Part time Para Educator at Elementary

Motion Passed: approve offering a non-certificated at-will employment contract to John Cooper, Samantha Taft, and Jennifer Griffith passed with a motion by John Walvoord and a second by Kelly Hinrichs.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.F. Approve change to RTU Project at High School

Dr. Schnoes was contacted by Controlled Comfort, Trane, and Bill Canelli (Canelli Engineering). Upon connecting the new units on the high school this fall, it was discovered that the plans should have called for a variable frequency motor on RTU 5. This motor controls the varying air that is pushed thru the duct system. This motor allows the unit to run more economically efficient. Without it, the motor runs at full speed at all times when on. To change the motor will cost \$7000.00. This increase in cost would have been the same if it were in the initial specs for the project. The recommendation is to add the new variable speed motor so the unit runs more efficiently in the future.

Motion Passed: motion to approve the purchase of a variable frequency motor from Trane for RTU 5 for \$7000.00 passed with a motion by Kelly Hinrichs and a

second by John Walvoord.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

VII.G. Support for Valley Sesquicentennial Committee

Dr. Schnoes received a letter from the City of Valley requesting support for the upcoming Sesquicentennial and he attended one of the planning meetings to represent DC West. Dr. Schnoes volunteered DC West to help in a couple of ways. The first event will be to use the parking lot as the launch site for the parade that is planned. Second, Schnoes proposed a DC West Open House at the Valley Campus from 1-4 pm on Saturday, August 16th, 2014. There are also several student groups that will be helping with activities.

VII.H. M.A.B.E. - Metropolitan Area Boards of Education representative

Dr. Schnoes attended the MABE meeting on Wednesday, September 11, as a representative/guest for DC West. This group is made up of board members from all 11 metro schools and the ESU. The NASB helps coordinate the meetings which are held once a month in Omaha. The topics of discussion included the Learning Community, Common Core, and updates from the other districts. Next month they are planning to have representatives from the Learning Community present. Board member, Sue McKie, volunteered to represent DC West at future meetings.

VII.I. Educational Programs and Facilities Study Update

An update on the progress made for the Educational Programs and Facilities Study was presented.

VIII. Adjournment

Motion Passed: Motion to adjourn meeting at 8:33 p.m. passed with a motion by Jeff Clauson and a second by Kelly Hinrichs.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue McKie	Yes
John Walvoord	Yes

Secretary