

**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  
July 14, 2014**

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 July 14, 2014, at the Douglas County West Community School Central Office Board Room, 401 South Pine St., Valley, Nebraska.

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 7:05 p.m. Dr. McCarville noted that the Open Meetings Act was posted on the back wall of the Board Room for public review.

Present Board Members:

Jeff Clauson  
Kelly Hinrichs  
Luke Janke  
Pat McCarville  
John Walvoord

Absent Board Members:

Sue McKie

Others Present:

Melissa Poloncic, Duane Krusemark, Troy Glock, Jeremy Travis, Dan Schnoes, Cindy Hayden, Sabina Wiekhorst

**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 Kelly Hinrichs.

Jeff Clauson	Yes
Kelly Hinrichs	Yes
Luke Janke	Yes
Pat McCarville	Yes
Sue Mckie	Absent
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 passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

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

**V.A. Approve Minutes**

**V.B. Approve Financial Report**

**V.C. Approve Classified Staff**

**VI. Old Business**

**VI.A. Building and Grounds Update**

Fresh paint and new carpet are in portions of the Middle School and preschool as the staff prepares for the return of students and teachers.

**VI.B. Facilities Study**

**VI.C. Analysis of substitute teacher usage**

The board was provided a brief analysis of substitute teacher usage for the 2011-12, 2012-13 and 2013-14 school years.

**VII. New Business**

**VII.A. Student Fees Hearing**

Annually, each school board shall hold a public hearing (special meeting or at a regular board Meeting) on the proposed Student Fee Policy (Board Policy 5416). The Student Fee Policy is incorporated into the Student Handbooks. This is to meet the requirements of Law 79-2,134.

**Motion Passed:** Motion to approve the Student Fee Policy (5416) for the 2014-15 school year 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	Absent
John Walvoord	Yes

**VII.B. Approve Board Policy 5000s**

The initial work on the updated board policies was completed by former superintendent, Dr. Dan Schnoes, the administration and current superintendent, Mrs. Melissa Poloncic. These policies incorporate old policies that can now be struck.

**Motion Passed:** Move to approve the 5000 series Board policies and further to strike the old 500 series 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	Absent
John Walvoord	Yes

**VII.C. Board Policy 4025, Personnel: Professional Boundaries Between Employees and Students**

The board asked Mrs. Poloncic to consult with the school attorney on this topic and then bring it back for approval at the August board meeting.

**VII.D. Board Policy 6000s**

The review and cross reference of the 6000 Board policies with the current 600 policies has been completed by Dr. Schnoes and Mrs. Poloncic. These will be mailed home to Board members for their review and added as an informational agenda item at the August Board meeting.

**VII.E. Foundation/Donor Advised Fund**

The school attorney is still researching this topic and more information will be provided to the board as it becomes available.

**VII.F. Approve School Psychologist/ Special Education Director Contract**

**Motion Passed:** Motion to approve contract with Allison Nields as School Psychologist and Special Education Director passed with a motion by Jeff Clauson and a second by Luke Janke.

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

**VII.G. Construction Manager at Risk Selection Timeline**

In consultation with school attorney, Rex Schultze, his recommendation on a timeline for a Construction Manager at Risk is to hire after an election if a bond issue passes and funding is available. Since BCDM has done a cost estimate for the facility project to properly size the bond, the Construction Manager at Risk can be hired after the bond.

**VII.H. Approve District Calendar Change for 2014-15 and 2015-16**

As reviewed in the Superintendent's report last month, the current district-approved calendar with graduation ceremonies on Saturday has potential conflicts with students and extra-curricular activities. After comparing options with conference schools and reviewing the extra-curricular calendar, it has been suggested to move graduation from Saturday, May 9, 2015 to Sunday, May 10, 2015 and Saturday, May 7, 2016 to Sunday, May 8, 2016.

**Motion Passed:** Motion to approve a change in the district calendars for 2014-15 and 2015-16 moving graduation to Sunday, May 10, 2015 and Sunday, May 8, 2016 passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

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

**VII.I. Approve Concrete Removal and Replacement**

The summer project list from the Building and Grounds Committee included concrete work on portions of the Valley campus. A continued discussion with building and grounds has been the addition of paved handicap parking stalls in the football parking lot. Four contractors were contacted and bids were submitted by two companies.

**Motion Passed:** Motion to approve the estimate from Myers Concrete for \$8,700 to remove and replace concrete in the Superintendent parking lot and from Myers Concrete for \$10,000 to pave the football handicap parking passed with a motion by Jeff Clauson and a second by Pat McCarville.

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

**VII.J. BCDM Final Report**

The BCDM Final Report of the Facility Study completed by Kevin Schluckebier was provided to the board. This information will be partly used for the upcoming community meetings in July.

**VII.K. Set Rate for Mileage Reimbursement**

As per the negotiated agreement, any teacher traveling between the campuses during the school day to provide instruction is to be paid at 90% of the IRS mileage rate as of July of each year. As of July 1st, the IRS mileage rate for business use is at \$.56/mi. Ninety percent of \$.56/mi would be rounded to \$.50/mi.

**Motion Passed:** Motion to approve the mileage rate at \$.50 per mile for the 2014-15 school year 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	Absent
John Walvoord	Yes

**VII.L. Approve 2014-15 Classified Staff Handbook**

**Motion Passed:** Motion to approve the 2014-15 Classified Staff Handbook passed with a motion by Kelly Hinrichs and a second by Jeff Clauson.

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

**VII.M. Approve Revised Board Goals 2014-15**

After the retreat on July 7, 2014, the Board Goals were revised and need approval by the Board.

**Motion Passed:** Motion to approve the revised Board Goals for 2014-15 passed with a motion by Luke Janke and a second by Kelly Hinrichs.

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

**VIII. Adjournment**

**Motion Passed:** Motion to adjourn meeting at 8:05 pm passed with a motion by John Walvoord and a second by Jeff Clauson.

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

---

Secretary