

**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
May 12, 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 May 12, 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 7:01 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
Sue Mckie
John Walvoord

Updated Attendance:

John Walvoord was updated to present at: 7:45 PM

Others Present:

Dan Schnoes, Melissa Poloncic, Jeremy Travis, Troy Glock, Jim Knott, Matt Caldwell, Cindy Hayden, Sabina Wiekhorst

II. Public Communications and Correspondence

Dr. Schnoes shared a thank you note from the family of John Barnhill for the plant sent by the Board for the funeral.

III. Approval of Agenda

Motion Passed: Motion to approve agenda as presented passed with a motion by Kelly Hinrichs and a second by Sue McKie.

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

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 Sue McKie and a second by Jeff Clauson.

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

V.A. Approve Minutes

V.B. Approve Claims for Payment

Motion Passed: Motion to approve the payment to Sue McKie for Architectural Services per April Statement for the amount of \$977.50 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	Absent

V.C. Approve Financial Report

V.D. Approve Classified Staff

VI. Old Business

VI.A. Building and Grounds Update

The Board was provided a list of the projects that will be worked on over the summer.

VI.B. Facilities Study update

VII. New Business

VII.A. Boston trip Presentation

High school history teacher, Matt Caldwell, gave a PowerPoint presentation about the recent high school trip to Boston. Caldwell, along with high school teacher, Jen Metz, led a group of 10 students and two parents through various attractions in Boston. The trip got positive reviews and a visit to New York City in two years is currently under consideration.

VII.B. Construction Manager at Risk Policy

A copy of the draft Board Policy was available for the Board to review.

VII.C. Foundation Development

The Board discussed setting up a DC West foundation versus using a community foundation.

VII.D. Budget Discussion

Dr. Schnoes provided the Board with information on DC West's Certified State Aid increase.

VII.E. Accept Staff Resignation and Release from Contract

Jessica Radford, DC West's School Psychologist, was offered a Special Education Director position in Ft. Collins, CO. She has accepted pending release from her contract. Dr. Schnoes has been in contact with ESU3 regarding available options to fill Radford's vacancy and an ad will be placed in the Omaha World Herald.

Motion Passed: Move to accept Jessica Radford's resignation and release from contract passed with a motion by Pat McCarville 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 Teaching Contracts

DC West offered a contract to Trey Baker for teaching secondary English and John Niesen for teaching Middle School.

Motion Passed: Motion to approve contracts with Trey Baker for teaching English and John Niesen for teaching Middle School beginning August, 2014 passed with a motion by Jeff Clauson 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.G. Technology Upgrades

This is Phase Two of the plan for improving the infrastructure within the district. Patty Feldhacker, technology coordinator, and Dr. Schnoes have been in contact with Dice Communications and the ESU3 tech staff. Phase Two will allow DC West to increase the connectivity in the Middle School and the Elementary School. Dice Communications was selected as the company to work with last year for Phases One and Two. The estimate will include a one-year 7x24 hour support. The district has budgeted dollars for this project for this year.

DC West reviewed the plans with ESU3 tech staff to get a second opinion and to make sure it will all work with the ESU3 connections and their tech support. At this time, it meets with everyone's approval.

Motion Passed: Motion to approve the contract with Dice Communications for Phase 2 for \$32,124.18 passed with a motion by John Walvoord and a second by Luke Janke.

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

VII.H. Approve DC West High School, Middle School, and Elementary Handbooks

Motion Passed: Motion to approve the DC West Elementary, Middle School and High School handbooks as presented for the 2014-2015 school year passed with a motion by Pat McCarville and a second by Jeff Clauson.

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

VII.I. Approve Contract for MS Ceilings

DC West has the opportunity to improve two ceilings in the Preschool and Middle School areas. This work can be done at the same time the two Preschool classrooms are receiving new ceilings due to the water damage from the roof.

Motion Passed: Motion to approve contract with Elkhorn West Construction for \$16,640.00 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.J. Approve Used Van purchase

Dr. Schnoes contacted Rent-A-Van for estimates on purchasing a used van to replace the 1999 full-size van. New vans hold only 9 students plus the driver. The used 2013 vans can transport 10 students plus a driver. Rent-A-Van is the only dealer in the area that is selling used vans that are equipped for use for student transportation. Rent-A-Van provided estimates on five vans ranging in years from 2011 to 2013. The Building and Grounds Committee recommends the 2013 for \$24,400.

Motion Passed: Motion to approve the purchase of a used 2013 van from Rent-A-Van for \$24,400 passed with a motion by Luke Janke and a second by Jeff Clauson.

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

VII.K. Approve Tractor Purchase for Building and Grounds Department

Al Cruickshank, Head of Maintenance, and Dr. Schnoes met with the Building and Grounds Committee. Currently, the Waterloo and Valley campuses share a single, older model John Deere tractor. The proposal is to move the current tractor to the Middle School, thus cutting its workload down and increasing its life. The new tractor will be able to handle the workload on the Valley Campus. Money has been set aside in the budget and Depreciation Fund for this purchase.

Motion Passed: Motion to approve the purchase of a John Deere Tractor and accessories from Plains Equipment Group for \$39,040.00 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

VII.L. Approve Bid for replacing Two Roof Top Units on Valley Campus

At 3:00 pm on Monday, May 12th, the bid opening was held for this project. Bids were requested from companies for replacing RTU Number 4 and 8 on the High School, Valley campus. QCPUF bond funds will be used to pay for this project. Two companies submitted bids: 1. Sol Lewis: \$45,659.00 2. Controlled Comfort : \$53,000.00

Motion Passed: Motion to approve the bid from Sol Lewis Engineering for \$45,659.00 for replacing two RTU's on the Valley campus 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.M. Disposal of Inventory

There are several inventory items that will be disposed of this summer. Some items will be tossed or recycled (old desks, tables, chairs, electronics, shelving). Some items will be listed for sale (food slicer from lunch program, 1999 van).

Motion Passed: Motion to approve the disposal of inventory items as identified passed with a motion by Kelly Hinrichs 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.N. Approve Superintendent Contract for Melissa Polonic

The superintendent contract with Melissa Polonic has been finalized and verbally approved by Board President, Dr. McCarville, and Mrs. Melissa Polonic.

Motion Passed: Motion to approve the Superintendent's contract with Melissa Polonic as presented 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	Yes
John Walvoord	Yes

VIII. Adjournment

Motion Passed: Motion to adjourn meeting at 8:26 pm 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

Secretary