

## Committee As A Whole

**Mission:** "Engaging All Learners to Achieve Success"

The Committee As A Whole started at 5:00 PM on Monday, August 21, 2017. The meeting was held at Administration Building, 2508 27 St.

2508 27th Street

Columbus, NE 68602

Candace Becher: Present

Mike Goos: Present

Doug Molczyk: Absent

Timothy Pospisil: Present

Theresa Seipel: Present

Doug Willoughby: Present

Board member Molczyk is excused from attendance at this meeting.

Timothy Pospisil: Absent

Board member Molczyk is excused from attendance at this meeting.

Timothy Pospisil: Present

Board member Molczyk is excused from attendance at this meeting.

### I. Committee As A Whole

#### I.A. Call to Order

#### I.B. Roll Call of Board

Doug Molczyk was excused.

#### I.C. Pledge of Allegiance

#### I.D. Notice of Open Meeting Posted

#### I.E. Presentations

#### I.F. Board Special Functions

##### I.F.1. Hearings

I.F.1.1. Special Hearing - Annual review on Parent Relations Goals, Policy 1005.02, Regulations and Exhibits

As a school district, CPS is supposed to foster more parental involvement. Each year, the board must approve the Parent Relations Goals at a special hearing. Dr. Loeffelholz said this policy also includes an objection form that parents can fill out.

#### I.F.1.2. Special Hearing - Annual Review of Policy 1005.03, Regulations and Exhibits - Parental Involvement in the School

Dr. Loeffelholz said there is currently no policy that defines family. Family is anyone who has direct involvement in the child's education. Dr. Loeffelholz said family may need to be defined better for the policy.

#### I.F.2. Third and Final Reading of Policy 303.09 School Administrator Residency

The policy defined administrative employees as the Superintendent, Directors, Building Principals and Activities Director. It also clarified that no current administrator is subject to the rule but if he or she takes a promotion within the district, the new rules apply. Another item that was added was the superintendent could waive the one year calendar requirement until closing or completion of a house if requested. Doug Willoughby said he will probably not vote for the policy because he finds it restrictive and confining.

#### I.F.3. Second and Final Reading of Policy 203.01 Board Organizational Meeting

The Organizational Meeting will be done in January. Dr. Loeffelholz said at that time, Executive Director of Business Operations and Human Relations Dave Melick will send out the RFPs for financial institutions, district attorney and district auditor.

#### I.F.4. Second and Final Reading of Policy 203.06 Board Committees

The Board Committees will be selected at the September meeting, but typically this is done in January. The committees include two members being appointed to the following strategic planning areas: curriculum and instruction awareness; facilities and finance; and social/emotional.

#### I.F.5. Second and Final Reading of Policy 203.07 Board Advisory Committees

These are the advisory committees that have a starting time and ending time. The committee can involve more people than just the board. It is up to the board to decide who will serve on these committees.

#### I.F.6. Second and Final Reading of Policy 204.01 Regular Board Meetings

The second Monday of each month will be the Committee as a Whole Meeting. At this meeting, there will be no opportunity for the public to be heard because no vote will be taken.

#### I.F.7. District Property

#### I.F.8. Sale of District Property Approval - Lot 1, Block D, Discoverer 2nd Subdivision containing 4.05 acres

Dr. Loeffelholz said there has been an offer made on the 4.14 acres located on the far northwest side of the property for \$170,000. The buyer must meet the covenants such as matching the building color.

#### I.G. Consent Agenda

##### I.G.1. Approval of Minutes

##### I.G.2. Certified Personnel

##### I.G.3. Classified Personnel

##### I.G.4. Professional Travel

#### I.H. Acceptance of Gifts/Donations

#### I.I. Business Operations and Human Relations

##### I.I.1. Financial Reports M2, M3, M4a

Melick said the construction fund at Cornerstone Bank is now gone, and the Pinnacle Bank Construction fund will also soon be coming to an end. He said last month was a big month for property taxes. There was no state aid again this month. The district only receives state aid for 10 months and does not receive anything in July and August.

##### I.I.2. Financial Report M4b

Seipel's Repair was paid \$533.75 for a variety of service and maintenance to vehicles.

##### I.I.3. Financial Report M5

The district has three leases with Apple, and the \$58,002.17 is the smallest one and was recently paid.

##### I.I.4. Policies

Most of the policies up for second and final reading did not change from last month.

##### I.I.4.1. Second and Final Reading of Policy 403.06 Employee Outside Employment and Tutoring

##### I.I.4.2. Second and Final Reading of Policy 406.01 Certification

I.I.4.3. Second and Final Reading of Policy 406.07 Assignment of Duties

I.I.4.4. Second and Final Reading of Policy 406.09 Evaluation of Teachers

I.I.4.5. Second and Final Reading of Policy 406.10 Probationary Certified Employees

I.I.4.6. Second and Final Reading of Policy 406.12 Permanent Certified Employees

I.I.4.7. Second and Final Reading of Policy 406.13 Student Teachers

I.I.4.8. Second and Final Reading of Policy 409.01 Professional Growth and Training

I.I.4.9. First Reading of Policy 406.11 Certificated Employee On-Notice Status

I.I.5. Administrative Functions

I.I.5.1. Teacher Handbook

One change was the new grade level designations in the buildings (elementary K-4, CMS 5-8 and CHS 9-12). The new district evaluation model was also included. Bereavement leave per incident was added. Dr. Loeffelholz said just like the student handbooks, once the teacher handbook is signed, this means that the teachers understand what the process and procedures are. Melick said when there are changes in the handbook, teachers are made aware. He said he usually underlines the new items. There was then discussion regarding the complaint and grievance process.

I.I.5.2. Classified Staff Handbook

Supervisor was added under internal complaints because many classified staff don't answer to the building principal. On bereavement leave per incident was added. Melick said due to the late start, staff will be paid for both Labor Day and Memorial Day. Another item that was added at the request of the principals was proration of leave benefits. These benefits will be prorated based on the date of hire.

I.I.5.3. Substitute Teacher Handbook

Substitute teachers who work for 1-30 days will be paid \$140 a day; for 31-60 days \$145; and after 60 a \$150. Long term sub daily pay is \$194.04 because they now must do lesson plans. Staff and long term subs who are assigned to sub during their planning period will be paid at HS/MS \$21 and elementary \$15.

I.I.6. Updates

Jenna Clark and Carly Whitney held a community initiative and raised money to get all the negative lunch balances in CPS to paid off. Melick said they raised about \$6,000. He said Tania Stahl sent the board information about getting insurance. Melick said Emerson Principal Sara Colford and he wrote a grant and were chosen as a pilot school for fresh fruit and vegetable program.

Melick said the 2016-17 budget will not need to be amended. He said the district did receive the valuation notice for next year. Melick said last year the district received a 7.4 percent increase, and the last four years the average increase was 4.9 percent. Melick said this year the district only received a .6 percent increase. He said the large increase last year actually hurt CPS because state aid decreased. Dr. Loeffelholz said this is the first time the increase has been under 1 percent since he came to the district.

## I.J. Buildings & Sites/Technology

### I.J.1. Policies

#### I.J.1.1. First Reading of Policy 804.01 Computer and Data Security

Executive Director of Building Operations and Technology Leonard Kwapnioski said this policy addresses what the district will do if there is a breach. Visitors go into the guest network, so they are not given access to the CPS network. Something new is that every five minutes information from CPS is now being uploaded to the state. If there is a breach, Kwapnioski said he informs the superintendent and timeline is established to inform the public. He said if an employee has an issue, they must tell district technology. One safety measure was having the employee ID not tied to anything personal.

### I.J.2. Administrative Functions

### I.J.3. Updates

Kwapnioski said CMS is 98 percent moved. He said the sign is going up Friday. He said they are finish stripping the parking lot. The fire marshall is still going through the building and there are a lot of little pieces left to do. Kwapnioski said tomorrow phone training will start . The state fire marshall complimented the board and administration on the improvements to the buildings. Kwapnioski said teachers can get into their classrooms. He said he is very proud of the work B-D has done. He said on Friday, there should be more access to the south gym. Kwapnioski said having more local contractors has had a bigger impact on the project. He said there is a lot of cleanup to be done at the old middle school. Kwapnioski recognized all maintenance and custodial staff.

## I.K. Curriculum and Instruction

The board Adjourned at 6:26 p.m.

### I.K.1. Policies

### I.K.2. Administrative Functions

I.K.2.1. Approval of 4 New Courses: Concepts of Engineering, Robotics, Advanced Robotics, and Advanced Manufacturing

I.K.3. Updates

I.L. Student Services

I.L.1. Policies

I.L.1.1. First Reading of Policy 503.09 Homeless Children and Youth, including Exhibit

I.L.1.2. First Reading of Policy 607.09 Service Animals and Therapy Dogs

I.L.1.3. First Reading of Policy 706.07 Suspension and Debarment

I.L.2. Administrative Functions

I.L.3. Updates

I.M. Superintendent's Report

I.N. Board Sharing

Motion to adjourn Passed with a motion by Doug Willoughby and a second by Candace Becher.  
Candace Becher: Yea, Mike Goos: Yea, Timothy Pospisil: Yea, Theresa Seipel: Yea, Doug Willoughby:  
Yea

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, August 21, 2017.

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President

\_\_\_\_\_  
Secretary