

Board of Education Committee of the
Whole Meeting
Thursday, February 28, 2019 6:00 PM Central

Administration Building- Board Room
320 N 5th St
Beatrice, NE 68310

Notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in the publicized notice and a current copy of the agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to attendance of the public.

1. Call to Order & Roll Call

Absent: Erin Chadwick, Lisa Pieper, **Present:** Janet Byars, Doris Martin, Eric Trusty, Steve Winter, Jon Zimmerman.
Present: 5, Absent: 2.

Mrs. Martin, Vice-President of the Board of Education, called the meeting to order at 6:00 PM in the Administration Building Board Room. At the beginning of the meeting, Mrs. Martin announced and informed the public that a current copy of the Open Meetings Act was posted on the west wall of the meeting room.

2. Approval of the Agenda

I move that the Board of Education of District #15 approve the agenda as presented passed with a motion by Jon Zimmerman and a second by Janet Byars.

Janet Byars: Yea, Doris Martin: Yea, Eric Trusty: Yea, Steve Winter: Yea, Jon Zimmerman: Yea
Yea: 5, Nay: 0

3. Policy Update

3.1. 4235 Grievance Procedure for Classified Personnel

Mr. Alexander reminded the Board that first reading of this policy was done at the regular February meeting. He reiterated that the recommended changes to the policy derived from the negotiations process and the need to separate adult items from student matters. The policy directs classified staff to AR-4625 and further explains how to proceed with a concern/grievance.

3.2. 4625 Grievance Procedures (Certified)

Mr. Alexander shared that this specific policy applies to certified staff and includes a specific reference to the negotiated agreement. The procedures for addressing a concern are clearly identified and specific details (including timelines) are included in AR-4625 and the forms for filing are made as part of AR-4625.1.

3.2.1. AR-4625 Professional and Educational Support Personnel- Concern Procedure

3.2.2. AR-4625.1 Grievance Forms

3.3. 4630 Reduction in Force (RIF)

Mr. Alexander noted that no changes have been made to this policy since 1995. He recommended removing the paragraph that includes information on employee evaluations as evaluations are not part of the RIF processes. He added that this is the recommendation of a school attorney.

4. Land Easements

Mr. Alexander informed the Board that the Nebraska Department of Transportation recently sent the district two appraisal review reports on some of the land that is owned by the district near the high school. He added that they need additional land to be able to finish the trail that will connect to Hannibal Park. The report for the land on the North side of Sack Lumber is for 362.47 square feet of temporary easement and 16,798.87 square feet of permanent easement for a total offer of \$5,700. The other report was for the land directly south of the highway in front of the high school which is 4,644.52 square feet of permanent easement and would also require moving the electrical meter to the high school's sign for a total offer of \$3,000. Mr. Alexander added that the district will receive one more easement of land along the far west side of the farm property that the district owns between the highway and Lincoln street. He noted that his preference would be to see that offer before making a decision on these things, but he was unsure of the timeframe for receiving that last report; Board action may be requested in March.

5. Master Facility Planning

Mr. Alexander shared a brief presentation that summarized the timeline of events and what has all occurred with the master facility planning process dating back to August 2017. He recommended that a working committee be formed to move this forward. He stated that he would like three board members to serve on this committee as well as those community members that have volunteered and other staff that may have an interest in such.

6. Budget Update

Mr. Alexander used a slideshow to provide an update on the budget and how the budget is tracked. The presentation included historical data and trends (including graphs) for state aid, land valuations, tax levy breakout, enrollment, and general fund disbursements. He showed Board members the tracking tools that are used monthly to track revenue, disbursements, state aid, county taxes, and cash reserves. A breakout of the district's budgeted and actual expenses were provided in graph format depicting that approximately 75% expenses are personnel with about 25% for all other expenses. Mr. Alexander stated that the district's strategic plan states that the district will maintain a fund balance sufficient to cover at least two months or normal operation; however, the NDE recommends a four month cash reserve. He ended by emphasizing the importance of being able to understand the budget, plan (as best we can), and then act accordingly. He also provided some basic approaches for controlling the expenditures.

7. Staffing

As part of the budget topic, Mr. Alexander stated that administration is keeping a close eye on enrollment and class numbers and referencing board policy when considering staffing for the upcoming school year. He added that any reduction in staffing would be utilized through attrition first and only through a reduction in force (RIF) if necessary.

8. Public Comments - This is the proper time for public questions and comments on any topic. Please make sure a request form is given to the Board Vice-President before the meeting begins. No one spoke at this time.

9. Adjournment

I move that the Board of Education of District #15 adjourn passed with a motion by Jon Zimmerman and a second by Steve Winter.

Janet Byars: Yea, Doris Martin: Yea, Eric Trusty: Yea, Steve Winter: Yea, Jon Zimmerman: Yea
Yea: 5, Nay: 0

The meeting adjourned at 7:17 PM.

Respectfully submitted by Danielle Fairbanks

Board Secretary

Date

