

**Hay Springs Public School  
BOARD of EDUCATION MEETING  
April 9th, 2018  
6:30 PM**

**REGULAR MEETING AGENDA**

- I. **Call Regular meeting to Order at \_\_\_\_\_ by President Johnson**
- II. **Pledge of Allegiance**
- III. **Open Meetings Law**
- IV. **Roll Call**
- V. **Excuse Board Absences**
- VI. **Approval of Agenda for April 9th, 2018**
  - **Emergency Added Items Only**
- VII. **Open Forum**
  - **Administrative Team Reports**
    - **Superintendent – Mr. Lechtenberg**
      - **Beef to Lunch update**
        - **Denny Hoagland KDK Locker beef processor for area schools Beef to School Lunch program**
        - **Donations include: Beef, processing, freezer**
      - **NRCSA State Conference up-date**
        - **Architect and Engineering contacts**
        - **Windows**
        - **Keynotes and workshops attended**
          - **Legislative, Commissioner of Ed, Challenges of Rural School, Mental Health needs in rural schools, State Board of Ed Panel, Closing Achievement Gap, Board member Survival**
      - **Rental Property Improvements**
      - **2018-19 Scheduling**
      - **2018-19 Teacher contracts update**
    - **Technology –Mr. Reimann**
      - **Hallway Speaker System**
      - **Door security entry system**
      - **E-rate**
      - **Computer purchase**
    - **Assistant Principal – Mrs. Marx**
      - **NWEA Testing**
      - **Parent Teacher Conferences**
      - **MTSS in Scottsbluff (Kim, Nichole, Jessie)**
      - **SpEd file review**
    - **Activities Director –Ms. Kudrna**
      - **Coaching 2017-18 evaluations and 2018-19 contracts**
      - **2018-19 Activities Calendar**
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    - **Bookkeeper – Ms. Langford-**
      - **NAEP Annual Convention Shannon & Adriene**
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  - **Up-coming events and meetings**
    - **4/10 Buffett Early Childhood meeting @ Scottsbluff (Kim)**
    - **4/13 EC Class training @ Scottsbluff (Kim & Jessica S)**
    - ~~**4/12 & 13 NASBO State Conference – Shannon**~~
    - **4/16-17 NDE Data Conference (Kim, Larel, Shannon, Adriene)**
    - **4/18 District Music @ Alliance**

- 4/24 Res-scheduled Juniors ACT
- 4/26 'Living History Presentation" Ray Maple - 2:00 K-5<sup>th</sup> , 3:00 6<sup>th</sup> -12<sup>th</sup>
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- **Public Comments**

*(Parents and patrons are invited to make comments AT THIS TIME on agenda items and other items related to policies and procedures. Board Policy does not allow public comments to be made about staff members at Board Meetings. Parents who have concerns about a faculty member must first address their concerns with the faculty member involved. If your concern is not resolved at the teacher level, the parent should visit with the principal/supt. If you still have an unresolved concern, it may be addressed at the Board Meeting in executive session.)*

**VIII. Discussion Items**

- Lister-Sage Report-M. Kearns, G Heiting
  - New Door issues
- Beef-Ranch to School Lunch Report-S. Henry
- Sale of property
  - Butzine House and/or other property
- Window replacement bids?
- Finance Committee
- Building Architect's proposal
- March Financial Summary and April payables

**IX. Approval of Meeting Minutes**

- March 12<sup>th</sup> Regular meeting

**X. Action Items**

- Approval of April Bills, Payroll and Financial Summary
- Policy Review and approval
  - Second reading/Approval of the "Board Manual Terminology Policy" File 100.01
- Motion to approve the starting of the "Ranch Beef to School Lunch Program" for Hay Springs School
- Approval of KDK Locker Agreement
- Potential approval of Architectural proposal
- Motion to go into Executive session
  - Certified Staff
  - New Student enrollment concerns

**XI. Items for Next Meeting**

- Senior Graduate List
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**XII. Next Meeting May 14<sup>th</sup>, 2018 @ 6:30pm**

**XIII. Adjournment**

## Superintendent Report 4.9.18

- I was out of the office 3/13 to 3/19 and returned Monday afternoon to begin catching up on things. I always try to be available to staff via phone, text and or e-mail whenever I am not in the office. I did deal with a few issues from a distance but nothing major.
- 3/20 "Beef to Lunch" meeting Tuesday evening with producers insuring me that we would not have any trouble getting beef animals donated to supply our school system. Those attending this meeting and I have made several contacts and I am extremely pleased with progress at this point. Some of the accomplishment to date are:
  - Arrangements for the owner of KDK locker in Bridgeport to come to our April Board meeting to discuss the locker arrangement he makes with schools.
  - I have a beef schedule for July 12, 2018 which was the earliest he could accommodate. KDK locker was recommended by Chuck Lambert Supt at Bridgeport and long time acquaintance as an administrator.
  - Have on the agenda item for the approval of the "Ranch to Lunch program" at Hay Springs School
  - Sandhill's Bank donation of \$100 toward processing
  - Sheridan County Livestock Sale Barn will donate the first beef
  - BNSF will donate up to \$400 for freezer
  - Security First Bank will donate the processing for the first five beef
  - Contacts have been made with area Nebraska Cattlemen representative for support
  - I have check prices on chest and upright freezers (\$600-\$900) depending on size.
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- I took students to Hawk Talk at the senior center today where they did a very nice job representing our school discussing their activities of the last month.
- The other highlight of the week was that the Double Q Radio Station came and presented **Emma Stroheide** a certificate for being selected as the **teacher of the month** for their listening area.
- Our Music program was named **2018 PANCO Conference Champions** at conference music contest. with all students' receiving I's or II's for their efforts in competition that scores from I to IV
- I attended the **NRCSA state conference** in Kearney on March 22<sup>nd</sup> & 23<sup>rd</sup>
  - Visited with vendors about possible building additions, windows etc.
  - The need for Engineers and/or Architects in the construction process
  - Attended legislative update session and shared fellowship with administrator from across the state
  - Workshops and presentations I attended included:
    - Keynote speaker Billy Riggs stressed the importance of a "Positive" learning environment. Why to we in education do what we do? He also reminded us that we all need to "Get on the Ball".
    - Commissioner of Education discussed the rural school concept of "It takes a Community to Raise a Child". And the role of Board of Education members in the process: being champions and advocates for the district, regulators of policy, connectors to the community, capacity builders, and change agents.
    - "Challenges and Changes in Role of Superintendents of Nebraska's Small Rural Schools"
    - "Strategies for Re-Thinking the Role of Your School Psychologist to meet the Mental Health Needs of Your Students"

- Board Member Survival Kit – *Education's Acronyms & Initialisms*
- State Board of Education panel with Questions and Answers
- Closing the Achievement Gap

- **Rental Property improvements**

- Refrigerator
- Garage Door
- Electrical and Plumbing
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- **2018-19 Scheduling**

- Requested staff input as to current and potential courses
- Discussion with NDE Career Education concerning AG Science DL and FFA organization
  - DL from certified teacher
  - Offer Ag Science minimum of 4 periods per day to have “Hay Springs FFA” or students would be members of sending Chapter
  - Two Ag Classes taught on site, two DL classes one must be “Orientation to Ag”
  - Cody would be a 4-day week
  - Chadron has two 50% Ag teachers

**Hay Springs Public School  
SCHOOL BOARD MEETING MINUTES  
March 12, 2018**

- I. **Called to order at 6:41pm by Vice President Langford.**
- II. **Pledge of Allegiance was recited.**
- III. **Posting for Open Meeting Law was pointed out.**
- IV. **Roll Call: Present – Greg Heiting, Shavona Henry, Miriam Kearns, Everette Langford, and Marilyn Reed were present.**
- V. **Board Member Excusal – A motion was made by Reed and seconded by Henry to excuse member Johnson. VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed**
- VI. **Approval of Agenda for March 12, 2018:**  
A motion was made by Reed and seconded by Heiting to approve the agenda for the March 12, 2018 meeting. VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed
- VII. **Open Forum –**
  - A. **Admin Reports:**
    1. **Superintendent Report** –Larel Reimann presented the technology planned purchases. Supt. Lechtenberg reported on the “8 to Great” in-service. There is now a Grateful Hawk page on Facebook where you can express your daily gratitude’s. Jim Varvel presented on an ICS account which will generate 1.14% interest.
    2. **Assistant Principal Report** – NWEA testing is underway. Parent-Teacher Conferences are scheduled for Thursday.
    3. **Activities Director Report** – 2018-19 football schedule is set.
    4. **Bookkeeper Report** – S Langford reported that she and Adriene Kelly will be attending the annual NAEP conference in Grand Island.
  - B. **Public Comment** – None.
- VIII. **Discussion Items**
  - A. **Lister Sage: A Greater Good Grant was received for landscaping around Lister-Sage. The electronic door will receive a new key entry system next week.**
  - B. **Beef-Farm to School Lunch Report: Shavona Henry will set-up a meeting. The committee is currently looking for donations of both animals and processing costs.**
  - C. **Board Winter Retreat Summary: Several topics were discussed at the retreat: board responsibilities; current schedule; agenda format; activities; number of activities; building/construction; and sales of properties.**
  - D. **Sale of Property: The board plans to have the Butzine house on the market by the end of May if possible.**

- E. **Window Replacement Bids:** Chadron Glass sent a proposal (\$200,000 for high school building); Ryan Turman's proposal will be forthcoming; nothing has been received from Circle J.
  - F. **Finance Committee:** Reed reported that there is concern with some outstanding checks that they are working through. Henry questioned the Hawk Store account balance; the General Fund will transfer the insurance money received for loss of Hawk Store inventory; Cashway bill was for two months.
- XI. Approval of the Minutes** – A motion was made by Kearns and seconded by Heiting to approve the February 12<sup>th</sup> regular meeting minutes as presented. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Abstain-Langford; Y-Reed*
- XII. Action Items**
- A. **Approval of Account Balances, Financial Summary, Bills, and Payroll** – A motion was made by Reed and seconded by Henry to approve the account balances, financial summary, bills and payroll as presented. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed (abstain #6713 & #6714)*
  - B. **Approval of Transfer of Security first funds to ICS account** – A motion was made by Heiting and seconded by Kearns to authorize Superintendent Lechtenberg to enter into an agreement with Security First Bank for an ICS account. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
  - C. **Policy Approval** –
    - I. **Motion for 203.06:** A motion was made by Reed and seconded by Heiting to approve Policy 203.06 with the changes made at first reading. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
    - II. **Motion for 402.5:** A motion was made by Henry and seconded by Kearns to word the grievance policy to match the negotiated agreement. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
    - III. **Motion for Approval of First Reading 100.01:** This policy was given a first reading.
    - IV. **Approval of Educational Philosophy of District 102.00:** A motion was made by Reed and seconded by Henry to waive the first reading and approve policy 102.00 as presented. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
  - D. **Motion to Approve E-rate bid** – A motion was made by Kearns and seconded by Henry to approve the E-rate bid in the amount of: \$10,202. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
  - E. **Motion to Approve the Renewal of Contracts:** A motion was made by Reed and seconded by Henry to approve the contracts as listed. *VOTE: Y-Heiting; Y-Henry; Y-Kearns; Y-Langford; Y-Reed*
  - F. **Executive Session** – None.
- XII. Items for the Meeting April 9, 2018 @ 6:30 PM** – window bids; technology
- XIII. Adjournment** – The meeting adjourned at 7:38 pm.

### April Financial Summary 3/31/18

Account	Beginning Bank Balance	Income	Expense	Ending Bank Balance	Outstanding Expense /Credits	3/31/18 Balance Available	April Payable Bills	April Payroll Expense	Projected 3/31/18 Balance w/ No projected Income
General Fund Acct.	\$1,137,258.99	\$195,786.09	\$266,618.99	\$1,066,426.09	\$90,546.97	\$975,879.12	\$47,054.86	\$188,504.58	\$740,319.68
CD/Money Market				\$0.00					
Security First	\$250,000.00			\$250,000.00					\$250,000.00
Sandhill's State	\$254,328.78	\$195.10		\$254,523.88					\$254,523.88
Activity Fund	\$63,013.36	\$6,810.19	\$5,464.20	\$64,359.35	\$991.70				\$63,367.65
Lunch Fund	\$36,420.83	\$5,525.69	\$17,621.94	\$24,324.58	\$0.00				\$24,324.58
125 Plan	\$8,504.76	\$1,502.05	\$358.00	\$9,648.81					\$9,648.81
									<b>\$1,342,184.60</b>
								Cash reserve %	42.3%
								2017-18 Budget	\$3,172,154.00