

Arapahoe Public School
Board of Education – Regular Meeting
School Library
June 12th, 2017 7:00 pm

Vice President Rod Whipple called the meeting to order at 7:00 pm.

Vice President Rod Whipple announced that the Arapahoe Board of Education follows the rules of the Open Meetings Act which is posted.

The following members were present: Dan Warner, Chad Carpenter, Dennis Roskop, Brad Schutz and Lisa Anderson.

The following member(s) were absent: Dennis Roskop.

A motion was made by Carpenter and seconded by Schutz to excuse the absence of President Dennis Roskop. AYES: Carpenter, Whipple, Schutz, Anderson and Warner. Motion carried 5-0.

Also present was Dr. George Griffith, Superintendent, Bob Braithwait, Principal and Cassie Hilker, Board Secretary. Visitors were present.

A motion was made by Warner and seconded by Carpenter to approve the agenda as presented. AYES: Whipple, Schutz, Anderson, Warner and Carpenter. Motion carried 5-0.

Vice President Whipple welcomed the visitors and asked for Public Comment. None.

REPORTS

Braithwait reported that summer school has begun. It gives the kids an opportunity for credit recovery and also gives those kids that had some trouble in junior high a chance to do better. Heidi Thomas, Joanna Pruitt and Brooke McCorkle are sharing the summer school responsibilities. Drivers Ed has also begun. There are approximately 23 attending. Athletic Camps have also begun. The weight room is also going well. Dustin Kronhofman, Preston Blackmore and Kaitlin Spaulding are running the weight room. We really appreciate the time they put in during the summer. Our kids are very active this summer and that is a good thing. Schutz asked how long summer school lasts and how many students are attending. Braithwait responded that it was offered to 19 kids and we have 13 attending. It runs through the end of June. There are 16 total classes to receive credit they have to attend 12 classes. Whipple asked if it was K through 12. Braithwait responded that it is only 7 through 12. Elementary summer school is run by Shari Mues and she will meet with kids throughout the summer. Summer School Staff are paid on an hourly basis. Credit recovery is only for 9th through 12th grade and is done through OdysseyWare.

Dr. Griffith reported that he and Cassie attended the Law Boot-Camp put on by Perry Law Firm in Kearney on June 5th and 6th. He also attended the Law seminar presented by NASB on Friday, along with Lisa. He updated related policies during the presentations as relevant items were presented and recommended. Inventory is well underway as the custodians and summer help continue the process. The hardest part is going to be entering all of the data into the computer system. He continues to work to update district policies along with the handbooks and plans to have them ready for the July board meeting. He plans to be gone Thursday and Friday, but will come in for the bid opening on Friday at 2:00 pm.

Board Member Reports: None.

Board Committee Reports: Warner reported that the Negotiations Committee met with Dr. Griffith to review his contract and it went well. The recommendation of the committee is to extend his contract another year. Some changes were made to holidays and the addition of a cell phone stipend. Anderson reported that the Finance Committee met and reviewed the claims. They had some general discussion about the upcoming budget. Schutz asked who was on the Transportation Committee. Warner, Carpenter and Whipple are on the Transportation Committee. Schutz stated that they are about 53% spent on the budget for the general fund and knowing there are some bus issues would like the Transportation Committee to come up with a solution, whether it's buying buses or something else, but do so prior to the end of this budget cycle. Schutz asked if running some 4-wheel drive suburbans could be looked at for some of the country routes. Griffith agreed to look into it. Warner agreed with Schutz and commented that being a family with small children it seems they are on storm routes more than they are not. Special permits are not required to drive a suburban versus a bus. Braithwait commented that it would make it easier for someone else to step in when necessary since a special permit is not required. Anderson stated that using funds out of the Equipment Depreciation Fund could be an option. Schutz added that a transfer from the General Fund could also be made to the Bus Depreciation Fund. Carpenter

added that the only reason the Transportation Committee hadn't looked at buying new vehicles was because of the school construction project, but he understands looking into the suburban route. Griffith is continuing to work on a school vehicle rotation schedule. Carpenter stated that the bus that was broke down will be fixed before school begins in August.

ACTION ITEMS

A motion was made by Schutz and seconded by Anderson to approve the Consent Agenda as presented, which included minutes from previous meetings and financial reports. AYES: Schutz, Anderson, Warner, Carpenter and Whipple. Motion carried 5-0.

A motion was made by Warner and seconded by Anderson to approve claims including the General Fund, Lunch Fund, Bond Fund and Building Fund totaling \$649,326.35. AYES: Anderson, Warner, Carpenter but abstaining from claim number 28867 to W&J Carpenter-Repair for \$14.83, Whipple but abstaining from claim number 28822 to ATC for \$349.61 and Schutz but abstaining from claim number 28819 to the Arapahoe Public Mirror for \$539.71. Motion carried 5-0.

Griffith stated that there currently are no bids to approve, but there are some construction documents that need approved. Griffith's understanding of the change order is that it is to allow contracting with those companies that have already been approved through the bid process and to let them know that the money is available to pay out when the job is complete. Jesse Volpp with Hausmann Construction stated that the change order presented has the summation of the previously approved bid tab scopes of work and their values, which comes to a cost of work total. Also included is the payment performance bond based on a percentage of the cost of work total. The Supervision cost is based off of the base contract effort schedule. The general conditions cost is a percentage of the cost of work total, as is the construction contingency fee. The construction contingency fee is 5% of the cost of work total. This will allow us to enter into sub-contracts with the various sub-contractors. Technically, we had a zero dollar contract when the previous bids were approved. This brings our contract to date to \$5,490,000. Later in the week we will submit a final GMP and it will be very similar to what was shared with the board last week. Warner asked if construction contingency is the same as contractor contingency. Jesse agreed. Warner went on to ask if the \$231,000 construction contingency on the change order is part of the \$499,505 that will be in the GMP. Jesse agreed and stated that it is all based on the cost of work. The construction contingency percentage can be adjusted and any unused money will be returned to the district. All of the fees are percentage based except for the supervision. The supervision was based on the effort schedule that was presented during the interview process. Schutz asked if that was when they negotiated the hourly fee or hours for the supervision. Jesse agreed. Jesse went on to say that as cost of work goes up, the bond will go up, general conditions, fee and contingency will go up, but that supervision line will stay static. The percentages are fixed, so when the cost of work increases the other fees will increase based on the percentage. The \$5,490,000 is approximately 46% of the total protected cost of work. Whipple questioned why the GMP hasn't already been set at the \$11,787,000 since that is the amount we are bound by to the voters. Jesse stated that the budget was established at the \$11,787,000, the approved bond amount. We had to work with Clark Enersen throughout the design process and viewed multiple plans to ensure there was no scope creep in the building materials, square footage. We could have set the GMP months ago at the \$11,787,000 but we are trying to get the most accurate GMP as possible. Whipple asked if the GMP gets set lower than the \$11,787,000 can those funds saved be used elsewhere. Jesse agreed. Whipple thanked Jesse for clarifying the information. Anderson asked if the information about the \$5,490,000 needs to have action taken on it tonight or if it was just informational. Jesse stated that he needs it approved tonight. Schutz clarified that all of the numbers presented tonight to get to the \$5,490,000 match the amounts of the previously approved bids. Jesse agreed. Warner asked if this change order is going to cost the district anything. Jesse confirmed that this change order is to amend a zero dollar contract to a \$5,490,000 contract and will not cost the district a change order fee. Jesse shared a list of items that are still out to bid, which included site utilities; precast hollow core which is the concrete lid for the safe room over the kindergarten classroom; expansion joints; furnishing of doors, frames and hardware; all of the windows, storefronts and entrances; gypsum drywall is re-bidding; ceramic tile is re-bidding; gymnasium floor system is re-bidding; carpet and resilient flooring is re-bidding; food service equipment is out to bid. The food service equipment is not included in our GMP number, but we are still bidding it and vetting it out. Anderson asked why some of the bids are being re-bid. Jesse responded that they did not receive any bids on site utilities. Precast hollow core concrete a bid was faxed in but, we did not receive the fax. No bids were received for expansion joints. There was not a door schedule released with the door and hardware bid and since that is now available it was re-bid. No bids were received for the windows, storefront and entrances. They are working the phones, but it will be challenging since the job is relatively small. Ceramic tile was re-bid because it was over budget and a local company expressed interest in bidding. Gymnasium floor system was not on the bid tab so it is being re-bid. Carpet and resilient flooring was also not on the bid tab so it is being re-bid. Food service was just finally developed so we could put it out for bid. Schutz asked about a foundation bid. Jesse responded that it is forth coming. He received a phone call from the pre-engineered metal building manufacturer and their design is complete and ready for final back checks. That information should get to Clark Enersen by Wednesday or Thursday. Clark Enersen will take a couple of weeks to design and develop footing and foundation information to go out to bid. Schutz asked if that would be around July. Jesse confirmed that it should be early July. Whipple commented that a couple of meetings ago the board approved 11 bids with 11 more coming and he asked if the 10 discussed tonight were part of that

11. Jesse responded that some of them were. Whipple asked how many bids are outstanding besides the 10 reported on tonight. Jesse stated that there are some that are outstanding that haven't been bid yet, footings and foundation being one. And there are ones that are still being vetted, which include select demo, structural demo. These will likely be put back out to bid because the bidders didn't use the bid form. The pavement and wheel stops bid is being vetted. It was substantially under budget. The bids received for steel erection ranged from \$238,000 to over \$1,000,000. We are vetting out the \$238,000 bid and they seem to have the complete scope and they are under budget, but he needs to have one more phone call with them. The budgeted cost was \$369,000. The finished carpentry bid is being reviewed. The roofing systems bid is being reviewed. The other ones are miscellaneous specialties, toilet accessories, lockers, gym equipment and will likely not be re-bid, we are vetting them out. Future bid packages are footings and foundation, laboratory equipment and window coverings. Most everything at this point has been bid out. Whipple stated that after the last couple of meetings the stress and anxiety level has gone up and the board takes this project very seriously. What he asks of Jesse in lieu of the relationship that has to be between the board and construction manager that we went out of our way twice to get, is that if there is something in this process that is out of the ordinary that you would let us know that as you are telling the board. It is a very important relationship and he would like Jesse to educate and counsel the board. Anderson asked Jesse how the \$5,490,000 compared to what was budgeted. Jesse responded that it is approximately \$70,000 under budget. Anderson asked specifically how the \$5,490,000 bids compared to budget. Jesse responded that it is approximately \$358,000 under budget. We are projecting the tile to be over budget approximately \$255,000. Schutz share concerns about what the inside of the performance gym will look like. He asked if there will be drywall up the walls or metal or what. Jesse responded that the north and south walls will be largely encapsulated by bleachers. The end walls will be framing with impact resistant sheetrock. The lower portion will be padded out. The upper band will have sound absorbent panels. The ceiling will be exposed. Schutz asked about the longevity of the impact resistant sheetrock. Jesse responded that the majority will be covered with padding or panels, there will only be bands of the exposed sheetrock. Whipple asked if there is a similar facility that they could go visit. Jesse stated that he could put together a list along with Clark Enersen. He also stated that Clark Enersen could provide a rendering that would give everyone a visual. Schutz stated that it just has to be done right and he doesn't want the public to be disappointed in 5-10 years. Braithwait commented that it will be the most visible part of the school. Anderson asked if there are any alternatives for the tile since it is so far over budget. Jesse stated that it's over budget due to the quantity of the tile. They have asked the bidders to lean on the voluntary alternate line item if they know of a product that is equal and could provide a similar look. A motion was made by Warner and seconded by Carpenter to approve a partial GMP contract amendment of \$5,490,271.53. Schutz asked how the requests for payment are submitted. Jesse stated that they will put together a complete schedule of values on a form, itemized out by scope of work and including fees. That will then be shared with Clark Enersen monthly and they will review it and pass it on. It will then be sent to Dr. Griffith for payment. Schutz asked if there is someone on site to approve the work before payment is made. Jesse stated that they are the first check, we check the sub-contractor and then it continues through the process. AYES: Warner, Carpenter, Whipple, Schutz and Anderson. Motion carried 5-0.

Dr. Griffith presented a request from Mrs. Schutz to update the desks in the 1st grade classroom to tables and chairs. Braithwait shared that Lisa did visit another school and liked the look of it. Warner asked about the storage for the students that are normally in the desk. Braithwait responded that they would have caddies behind their chairs that will hold what they need, similar to the kindergarten. She has a good plan and he trusts her. She thinks it would be beneficial to the learning of the kids. Whipple asked if any of this was in our bond. Warner asked if this would be paid out of equipment depreciation. Griffith responded that he would have to check on that. He would have to inspect the condition of the current desks before making that determination. Whipple asked if the current desks would be re-used or destroyed. Braithwait responded that they could be re-used and stored underneath the high school. Whipple asked if there is a rotation for desks and chairs. Braithwait responded that it is on a need basis. He went on to say that Lisa thinks this would be an improvement for her classroom and the learning of her kids. Schutz asked if this was a style that we are using. Braithwait is assuming that this is her preference. Schutz went on to ask if we are going to have a mixture of furniture and furnishings in a new school or are we going to have a plan to have similar furniture and furnishings for the district. Braithwait stated that if we want to continue using what we have for now that would work for now. Whipple appreciates Mrs. Schutz initiative, but thinks the request may be a bit premature based on where we are at in the bond process. Braithwait is unsure about what they want the classrooms to look like in the new school. Schutz agrees and would like administration to have a better plan and knowledge of the company's the products are purchased from. Braithwait agrees that this is not a money issue it is a logical issue. Griffith stated that the chairs do not match what we have now. He plans to look at what we have now and if what we have will work we can order more of that item. He also feels like the rooms need to be consistent. Carpenter agrees that it all should look the same. Braithwait agrees. Griffith will do more research on the company as well. Braithwait thanked the board for their comments and would recommend tabling Mrs. Schutz request. The board agreed to table Mrs. Schutz request for new tables and chairs.

Dr. Griffith stated the reason for installing a ceiling in the bus barn is to keep the birds out. Also, as we buy new vehicles they will last longer and look better if the birds are kept out. There were two bids received from the same company, the only difference was metal versus plywood. Dr. Griffith is recommending the lower bid with the plywood. Warner asked if there was room in the bus barn for all of the buses at one time. Dr. Griffith stated that there was enough room. Warner

asked if they are going to spend the money to put the ceiling in the bus barn will the buses be parked in there instead of the loading zone during the day. Dr. Griffith agreed that they should be pulled in. Schutz asked if this would be a summer project and be done before school begins. Dr. Griffith agreed that it is a summer project. Whipple asked if there are any plans to move the bus barn. Dr. Griffith stated that there are no plans to move the bus barn. Carpenter asked if there was interest from any other companies or individuals. Dr. Griffith stated that this was the only company that turned in a bid. Warner stated that obviously this would be cheaper than installing doors. Dr. Griffith agreed. Warner wonders if long term they would be better off with doors. Dr. Griffith offered to table the item and he could research the cost of doors. Warner doesn't think they can afford doors at this time, but for the preservation of the building doors would be beneficial long term. A motion was made by Schutz and seconded by Whipple to accept the bid from Hamel Construction for the installation of a ceiling in the bus barn in the amount of \$7,125.50. AYES: Carpenter, Whipple, Schutz, Anderson and Warner. Motion carried 5-0.

Dr. Griffith presented the Special Education Policy 6600. This policy needs to be approved annually. We have already had the required annual special education special meeting for non-public school individuals. No changes have been made to the policy. A motion was made by Schutz and seconded by Carpenter to approve the Special Education Policy 6600. AYES: Whipple, Schutz, Anderson, Warner and Carpenter. Motion carried 5-0.

Dr. Griffith presented the Anti-Bullying Policy 5415 with no changes. This policy addresses bullying directly and bullying is also referenced in other policies. A motion was made by Carpenter and seconded by Warner to approve the Anti-Bullying Policy 5415. AYES: Schutz, Anderson, Warner, Carpenter and Whipple. Motion carried 5-0.

Dr. Griffith presented the Extracurricular Activity Policy 5103. The only change since the last version is on page 2, which eliminates the application of the rules outside of the NSAA season. After attending the law conferences and visiting with Mr. Braithwait, we feel that this change is appropriate. Warner stated that the just of this is that there is no policy in the summer. Dr. Griffith stated that if school is out, it is the parent's responsibility. Dr. Griffith clarified that if a violation occurs at a school activity, on school grounds or in a school vehicle the policy applies no matter when. Warner asked if there are criminal charges, the policy would still apply. Dr. Griffith stated that if someone received criminal charges during the summer and it was not at a school activity, on school grounds or in a school vehicle there would be no consequences from the school according to this policy. Braithwait added that it would be a parent issue. Anderson added that at the law conference she and Dr. Griffith attended on Friday, it was really emphasized that there is a difference between on-campus violations and off-campus violations. With an off-campus violation, the school has to show that there's a correlation between what happened and that it will affect the school's social environment. She feels that this policy is better from a legal perspective. Dr. Griffith picked up on the same thing. If school is not in session and there is nothing to prove that there is a disruption in the learning environment of the students, it is hard to make that connection. Anderson added that on page 1, section 2 it states that participation in extracurricular activities is a privilege not a right. She is struggling with that because at the law conference it was stated that due to Title 9 and the American Disabilities Act, all students have the right to participate in an extracurricular activity. Dr. Griffith stated that the idea of this policy is that all of these kids are representing the school. Number one we want to keep them safe, but we also want them to set the standard for everyone else. Braithwait added that the next sentence explains what the privilege includes. It is a privilege to represent our school, it is not a right. They have the right to participate. Anderson asked if it was added that the parents or guardians are to be notified within two days. Dr. Griffith confirmed that it had been added. He also stated that a checklist will be used for each situation to prove that everything has been done correctly. A motion was made by Whipple and seconded by Anderson to approve the Extracurricular Activity Policy 5103. AYES: Anderson, Warner, Carpenter, Whipple and Schutz. Motion carried 5-0.

Dr. Griffith presented the changes to his contract. The major changes include extending the contract through June 2019, establishing the following days off for holidays: Good Friday, July 4th, Labor Day, Thanksgiving and the Following Friday, Christmas Eve through and including New Year's Day, Memorial Day, and annual dues to the American School Superintendent's Association which are around \$250 and a monthly cell phone stipend of \$35. Anderson added that the RPAC average for superintendent salaries is \$120,000 and Dr. Griffith is under that average. A motion was made by Whipple and seconded by Warner to approve Dr. Griffith's Superintendent Contract. AYES: Warner, Carpenter, Whipple, Schutz and Anderson. Motion carried 5-0.

DISCUSSION ITEMS

Public Comment – None.

Dr. Griffith shared with the board that each year the District is required to meet maintenance of effort to receive IDEA Special Education Funds. I was informed at the last ESU meeting that District's are starting to face issues because of what it is compared to. A lot of times they compare it to what was spent in 2004. They also compare it to what was spent in the prior year. We will have a decrease in expenditures next year. We are good for this year, as long as we only take \$50,000 of the \$70,000 available in IDEA funds. This will allow us to meet the maintenance of effort. At this time, we

won't meet it for next year. But, we did file for an exception in the amount of \$38,000. If we get this exception and request \$20,000 of the \$70,000 available in IDEA funds, we will meet maintenance of effort. It is also divided out by the number of kids needing special education services. The state has been very helpful in providing assistance. Whipple asked if the ESU is our SPED Director. Dr. Griffith confirmed that they are and he has been working with them as well.

Regular Board Meeting, Monday, July 10th, 2017 at 7:00 pm in the Arapahoe Public School Library.

A motion was made by Warner and seconded by Carpenter to adjourn the meeting at 8:25 pm. AYES: Carpenter, Whipple, Schutz, Anderson and Warner. Motion carried 5-0.

Respectfully submitted,
Cassie Hilker, Board Secretary