

Arapahoe-Holbrook Public School
Board of Education – Regular Meeting
School Library
December 11th, 2017 7:00 pm

President Dennis Roskop called the meeting to order at 7:00 pm.

President Roskop announced that the Arapahoe-Holbrook Board of Education follows the rules of the Open Meetings Act which is posted.

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

The following member(s) were absent: None.

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

A motion was made by Whipple and seconded by Carpenter to approve the agenda as presented. AYES: Carpenter, Whipple, Roskop, Schutz, Anderson, and Warner. Motion carried 6-0.

President Roskop welcomed the visitors and asked for Public Comment. The following students were at the meeting to observe: Joseph Callahan, Brianna Conn, Diana Hanzlick, Elizabeth Bell, Derek Sander, Jordan Smith, Austin Roush, Nolan Meyers, David Theobald, Jaden Smith and Tracy Hoard. There was no public comment. Roskop thanked the visitors for attending the meeting.

REPORTS

Griffith presented Braithwait's report and noted that one item not on that report is that we have gone from D-2 to D-1. We will not know who is in our District until about February. The aide and secretary evaluations are completed and filed. Second evaluations for non-tenured staff will be done in March. The Junior High Quiz Bowl team won in Cambridge and there were 11 teams entered. The K-6th grade Christmas Concert was last Thursday. It was well attended and very good. The 7-12 Winter Concert will be tomorrow night at 7:00 pm. The Pre-School Christmas Programs are on the 20th at 10:00 am and 2:00 pm. The moratorium is December 23rd-27th. We have an agreement with Cambridge for our basketball teams to practice there since we will have no electricity. A teacher workday is on the 3rd and school resumes on the 4th. Merry Christmas and Happy New Year to the school board. Thank you for all of your support!

Dr. Griffith reported that he is investigating the development or implementation of an updated evaluation tool that is more evidence based and focused on teacher improvement. He has started to update the Crisis Management Plan so the Crisis Team will have something to review. He wants to get to the standard response protocol, such as, lock out would be all external doors are locked and lock down would be a full blown lock down with kids in classrooms. He would like it to be more specific so it is easier to understand. The community meeting for the reVision process had 19 patrons attend plus some teachers. The group shared some good information and good feedback with a couple willing to volunteer and other willing to allow students to job shadow. We will have our strategy plan meeting on January 9th, from 9:00 am to 3:30 pm in the basement of the Methodist Church. One of the suburbans we ordered is here and the other will soon follow. Griffith stated that he is providing long johns in the morning for staff and invited the board members to stop by. He wanted to remind everyone that our electricity will be off most of Christmas break so the district office will be closed over the break. The custodians will be able to do some work in the elementary building. The most highly affected area will be the high school and gym areas. Warner asked about the freezers. Griffith stated that the freezers will be monitored and taken care of.

Board Member Reports: Whipple reported that he attended the State Convention and shared some of what he learned. One of the sessions he attended was Pain in the Apps and took away a number of interesting facts. He learned that 39% of jobs today require some kind of technical ability; There are 1.8 million snap chats per minute; 178 million daily users on snap chat; There is now an app called snap maps. They are seeing a lot of abuse and bullying done through using some of these apps. There are around 800 million users on Instagram. They recommended knowing what your kids are doing and what apps they are using. He learned that snap chat does actually keep a copy. New apps out there are Friendo, Marco Polo, Bumble, Yellow. Some of these apps are match making for teens and nothing validates the actual age of participants. Another session he attended was Lockdown. He learned that 47+ attacks in schools in 2016 alone. We don't hear about everyone of them, but it is a reality. Some of the procedures have not changed since the 80s, such as taking cover under a desk. 50% of shots fired hit a victim in a school and 80% have been fatal from perpetrators. Nobody has been killed while moving, most have been execution style. They are saying now to run if you need to, everyone has the right to live. He attended one on wellness, since we are going to have a new kitchen. They didn't talk much about a beef to school program. He learned that a sectionizer tool is nice. Whole fruit is sometimes hard for kids to eat and a cutting up fruit is time consuming. This sectionizer tool is supposed to speed up the process. There are some grants available from the state for the kitchen area.

Carpenter stated that he and Griffith attended a session where a school started their own metal sign cutting business. They used a plasma table and we have a plasma table. It incorporated the whole school, such as the art department and accounting. He thought something like this would be nice to start here. He also attended a session on marijuana in schools. He learned that the important thing is how our policies are worded. Whipple stated that they did see an app that allows patrons, faculty and students to post pictures from events on our website. It has to be moderated and approved before it is posted. It looked like a fun way to show the community more of what our kids are doing and a lot of it is actually done by kids. Griffith stated that he has done some research on electronic type alumni boards. He has a group that is interested in possibly buying the screen, which is around \$5,000. This beats the \$13,000 options he was seeing. It would be a 42" screen. There was a lot of good information on the plasma cutting business. They had the business accounting teacher teach the business side of it and the art teacher teaching the graphic arts portion and then a class on computer generated imaging. The kids were able to develop what they needed for a business plan, design what they wanted to and then get the design into an actual form to cut out. The final class was working within the business. It was all very interesting. Anderson stated that she has applied for a few grants as a school board member. The money would go to the school to possibly buy a few pieces of cardio equipment for the new weight room that staff and community members could use. She has been denied on two, but has a third one submitted. If she can't get any grants, she plans to check with some gyms on used equipment. Griffith stated that he appreciates her time and effort on this. Griffith stated that the United Methodist Church just received a \$1,500 grant for a backpack program.

Board Committee Reports: Roskop reported that the minutes from last month's Finance Committee meeting and Americanism Committee meeting are in the board packet. The Finance Committee met earlier tonight to review the financial reports, bond information and claims. Griffith shared some information he learned from one of the OAC meetings. The Fire Marshal's report requires that all doors have mag locks. This wasn't initially planned. They plan to go back to the Fire Marshal to request a code explanation on why that is required. This would be an added cost to the District if it is required. A mag lock is what holds the door open and releases when there is a fire emergency. We also reviewed the schedule. Some concrete was poured over the weekend. If the weather holds they should be able to get things closed in quickly. He visited the site last week and things look like they are moving along well. Roskop reported that the Negotiations Committee has met a couple times and that will be discussed later on in tonight's meeting.

ACTION ITEMS

A motion was made by Carpenter and seconded by Warner to approve the Consent Agenda as presented, which included minutes from previous meetings and financial reports. AYES: Whipple, Roskop, Schutz, Anderson, Warner, and Carpenter. Motion carried 6-0.

A motion was made by Warner and seconded by Anderson to approve claims including the General Fund, Employee Benefit Fund, Lunch Fund, and Building Fund totaling \$420,727.27. AYES: Roskop, Schutz but abstaining from Claim Number 29301 to the Arapahoe Public Mirror for \$638.15, Anderson, Warner, Carpenter but abstaining from Claim Number 29349 to W & J Carpenter – Repair for \$32.88, and Whipple but abstaining from Claim Number 29304 to ATC for \$350.73. Motion carried 6-0.

Carpenter asked Griffith if everything was on schedule and up to specs. Griffith confirmed it was and stated that he gets a copy of all of the testing and there hasn't been an issue. Whipple asked if it was Griffith's recommendation to approve this payment. Griffith stated that it is his recommendation to approve this payment. Warner asked about any contingency items on this payment application. Griffith stated that contingency items will be discussed later in the meeting. A motion was made by Whipple and seconded by Carpenter to approve payment application #005 to Hausmann Construction for \$742,299.28. AYES: Schutz, Anderson, Warner, Carpenter, Whipple, and Roskop. Motion carried 6-0.

Griffith stated that according to our auditor and Rule 2, we can use general fund money to help make the bond payment when the bond fund is short. We will have it this year and next year until we get the bond budget to the point that it covers the payments. This transfer is recommended now so that the bond payments can be made that are due December 15th. Roskop stated that when we were doing the budget for 16-17 we pulled some of those funds that we had pre-collected for the possibility of the bond not passing. We are using some of those funds in the general fund and transferring it to the bond fund to cover what we didn't collect for in the bond fund. The money is just catching up from what we did a year and a half ago. At the current time, we are just looking to transfer the funds from the general fund to the bond fund. Griffith stated that according to the auditor and the law we would not need to pay the money back to the general fund, however, the state is unsure. We can make the transfer and if we need to pay it back, we will have two years to do so and should find out in the fall if that needs to be done. A motion was made by Anderson and seconded by Whipple to approve the transfer of \$256,308.83 from the general fund to the bond fund to cover the bond payment. AYES: Anderson, Warner, Carpenter, Whipple, Roskop, and Schutz. Motion carried 6-0.

Griffith stated that these are the items that were approved at the last meeting; this is just making it official that the money is coming out of the contingency fund. We did receive a total credit of close to \$14,000 on two of the items. The amount coming out of the contingency fund is \$17,088.57. This leaves a remaining balance in the contingency fund of \$330,371.43.

Schutz asked if there was a question at the last meeting about the ag classroom ceiling. Griffith stated that based on the way the structure is they had to remove the ceiling in what will be the ag classroom to run electrical lines. That was not planned or foreseen and thus is a contingency item. Carpenter asked about the drive lane modifications. Griffith stated that was an adjustment that had to be made due to the overhang of the roof on the old concession stand bathrooms by the ag shop. Schutz asked if the Board President is to sign the document or the Superintendent. Griffith stated that the attorney recommended the Board President sign the document. Schutz recommended not signing the document until the other parties from Hausmann and Clark Enersen have signed it. Griffith informed the board that the document he has for the Board President to sign has already been signed by Hausmann and Clark Enersen. Roskop stated that he will be the last person to sign anything from here on out. A motion was made by Schutz and seconded by Warner to approve the Contingency Fund Adjustment of (\$17,088.57). AYES: Warner, Carpenter, Whipple, Roskop, Schutz, and Anderson. Motion carried 6-0.

Griffith stated that we received 4 bids, all on time, for the asbestos abatement. An addendum was made and the actual due date for the bids was December 8, 2017. Environmental Direct (EDI) is the lowest bid by a considerable amount. He was assured that they are a company that is creditable, they are closer and they really want the job. Griffith recommends using EDI for the asbestos abatement for the bid of \$31,600. Schutz asked where they are from. Griffith stated Grand Island. Warner asked if Clark Enersen or Hausmann put this bid tab together. Griffith stated that B2 Environmental put it together. Warner asked if they were comfortable with the scope being comparable across all of the companies. Griffith confirmed that they were. Roskop clarified that this cost is not included in the bond, it is a soft cost. A motion was made by Whipple and seconded by Anderson to approve the bid from Environmental Direct in the amount of \$31,600 for the asbestos abatement. AYES: Carpenter, Whipple, Roskop, Schutz, Anderson, and Warner. Motion carried 6-0.

Griffith stated that the payment for Bond A is principal and interest and the payment for Bond B is interest only. Schutz asked if there is another payment in the spring. Griffith stated that it will be in June. Whipple asked if the term of the bonds was 20 years. Griffith confirmed that the term is 20 years. A motion was made by Anderson and seconded by Carpenter to approve the payment of Bond A in the amount of \$646,555.00 and Bond B in the amount of \$67,801.25 for a total of \$714,356.25. AYES: Whipple, Roskop, Schutz, Anderson, Warner, and Carpenter. Motion carried 6-0.

Griffith stated that we are changing our linen services from Ideal Linen to Village Linen because Ideal has not been providing the appropriate service required. Either they don't have what they are supposed to bring or they don't show up. It has been an ongoing problem with Ideal Linen. There are some issues with the contract with Ideal Linen, which is apparently starting its third term of a five year contract. According to our attorney, a five year contract is not legal due to board limits being three years. Ideal Linen is not happy about this because they have been losing business. Village Linen will provide better service. We provided Ideal Linen with notification of discontinuing their services. Cindy Huxoll made multiple calls to get the issues addressed. We have since been told that those complaints should have been made in writing. We have also been told that we had to give 30 days notice prior to the renewal of the contract. Our attorney believes that the contract should have rolled over to a month-to-month contract after the initial term. Carpenter asked what services they provide. Griffith stated that they provide floor mats, dust mop heads, towels, and aprons. They basically drop off a new supply and take the old back to be cleaned. There have been times that our staff has had to clean these items themselves. Whipple asked if the new company costs more or less. Griffith stated that the price is the same. Schutz asked what the cost is. Griffith stated that it runs around \$329 month. Schutz asked if they were out of Kearney. Griffith stated that he thinks they are out of Kearney and the other company was out of North Platte. A motion was made by Warner and seconded by Carpenter to approve the linen services contract with Village Linen Services. AYES: Roskop, Schutz, Anderson, Warner, Carpenter, and Whipple. Motion carried 6-0.

Griffith clarified that the Early Retirement Policy number should be 4026 not 4036 as is shown on the agenda.

A motion was made by Roskop and seconded by Carpenter to enter into executive session at 7:40 pm for the purpose of negotiations. AYES: Schutz, Anderson, Warner, Carpenter, Whipple, and Roskop. Motion carried 6-0.

A motion was made by Warner and seconded by Whipple to exit executive session at 7:57 pm.

Roskop stated that Section D, Item 1 of the Early Retirement Policy 4026 will total \$25,000. It will be paid out in two equal payments to be paid October of 2018 and October of 2019. To provide staff the required amount of time to consider this we will need to waive the additional readings of this policy. A motion was made by Anderson and seconded by Whipple to waive the additional readings and approve the Early Retirement Policy 4026. AYES: Schutz, Anderson, Warner, Carpenter, Whipple, and Roskop. Motion carried 6-0.

DISCUSSION ITEMS

Public Comment – None.

Griffith stated that he had a meeting with the committee about the Beef to School Program. They asked me to find out what butcher other schools are using. There are butchers in Elwood and Beaver City. They chose to go with the one that was the cheapest. One negotiating tactic they had me use was asking to use the prime cuts towards the payment to process the beef. We have already been offered a beef by Mrs. Anderson and we really appreciate that offer. We just need to get it processed. We have used about 600 pounds of beef so far this year. We will need around 880 pounds per semester. Warner asked if our lunch program could double that. Griffith stated that there are nutritional limits, but he thinks we can increase it. Schutz stated that they asked that same question during the committee meeting. The cooks stated at the meeting that 2-3 servings per week is the maximum. Whipple asked if we were going to raise our own beef. Griffith stated that Mr. Kuntz is interested in getting that started and using the ground that we have for something like this. There are many aspects on how to make that part of the curriculum. We would also like to have a kick-off at some point to promote the program. Anderson stated that Kuntz would like a few people from the community to be advisors for the project and we have already found three. Schutz stated that Mr. Kuntz had a lot of good ideas and he hopes that we are not overwhelming him. Griffith stated that Mr. Kuntz is feeling more comfortable and things seem to be a bit less hectic right now. He is an excellent teacher. Anderson stated that she thought the cooks were excited as well and on board. Schutz asked how we get our ground beef now. Griffith stated that it is usually purchased through commodities, but they have not offered it yet this year. Schutz asked why we couldn't go ahead and buy beef from the butcher when donated beef may not be available. Warner stated that he thought as long as it fits within our government guidelines we could source that locally. Griffith stated that if you are just purchasing one item from a company, it would probably be under the amount that requires a bid process. Otherwise, we would have to look at the total cost of the food and bid it out. Currently, we participate in the ESU's discount program and they take care of all of the bidding. Schutz stated that the cost might go up for the lunch program, but maybe the quality would be enhanced. Warner stated that we could have patrons from all throughout this District that may not be in the production side of it, funding the program so beef can still be purchased through a USDA certified vendor. It is something that the entire community and local businesses in our District can get on board with in several different ways. Griffith stated that Kuntz is also looking at hydroponics. There is a grant out there to grow your own vegetables. The cooks are on board and have been asking for more input from staff and students. Knowing that we have this relationship with the Coop, he makes it clear to the cooks that quality trumps it. It has to be good and meet our standards. Warner stated that as we monitor our lunch room in general and the participation level. If we have 20% of our students not participating, that is a problem. We should monitor that pretty closely. Whipple stated that we should also be monitoring the waste. Warner agreed. They may show up to eat, but if they are not eating their meal we are doing those kids a dis-service as well. Anderson stated that she thinks we set some good goals and are moving forward. Griffith stated that the last thing the cooks like to have are complaints and that really concerns them. They want to do better. Carpenter asked if they can do it with three cooks. Anderson stated that they talked about that and they said they just want to start out with hamburger and they are already frying hamburger now so it wouldn't be an added workload. Griffith stated that they can do it with the three they have. They also have two part-timers come in for a couple hours each day to help with dishes. Part of that is also to have a cook at the salad bar to monitor that better. That also gives us an on-site substitute. Carpenter stated that it is quite a big undertaking. Griffith stated that he is monitoring time.

A motion was made by Roskop and seconded by Whipple to enter into executive session at 8:11 pm for the purpose of negotiations. AYES: Anderson, Warner, Carpenter, Roskop, and Schutz. Motion carried 6-0.

A motion was made by Whipple and seconded by Warner to exit executive session at 8:42 pm.

Regular Board Meeting, Monday, January 8th, 2017 at 7:00 pm in the Arapahoe-Holbrook Public School Library.

Technology Committee Meeting will be set once Griffith receives the quotes.

Finance Committee Meeting, Monday, January 8th, 2017 at 6:00 pm in the Arapahoe-Holbrook Public School Library.

A motion was made by Carpenter and seconded by Schutz to adjourn the meeting at 8:46 pm.

Respectfully submitted,
Cassie Hilker, Board Secretary