

**Crofton Community Schools  
Board of Education Regular Meeting  
Monday, June 9, 2025  
6:00 PM**

**Posted Locations:**

- Crofton Journal
- <https://www.croftonschools.org/>

**Posted Date: 7/7/2025**

**Meeting Location: Crofton High School**

**Agenda:**

1. CALL TO ORDER
  - 1.1. Acknowledge placement of Open Meetings Act poster
  - 1.2. Roll Call
  - 1.3. Motion to legally convene
  - 1.4. Approve Excusing Absent Board Members
2. CONSENT AGENDA
  - 2.1. Approve previous minutes
  - 2.2. Approve Secretary - Treasurer reports
  - 2.3. Approve District bills
3. Public Comment
4. ADMINISTRATIVE REPORTS
  - 4.1. Elementary Principal
  - 4.2. High School Principal
  - 4.3. Activity Director
  - 4.4. Superintendent
5. NEW BUSINESS (Review, discuss, and take all necessary action)
  - 5.1. Approve Census Taker for 2025-2026

- 5.2. Approve Title I Representative for 2025-2026
  - 5.3. NASB Board of Education Workshop
  - 5.4. Renew Food Service Contract - Set Lunch and Breakfast prices for 2025-2026
  - 5.5. Classroom Desks Replacement
  - 5.6. Heartland Licensed Mental Health Practitioner Counseling Services Contract
  - 5.7. Review Handbooks: Student Handbooks, Coach/Sponsor Handbook, and Staff Handbook for 2025-2026
  - 5.8. Approval and adoption of a resolution calling for a special election to be held on September 9, 2025 regarding a proposition to issue general obligation bonds, in an amount not to exceed \$5,900,000, to finance the costs of site improvements to the existing elementary building and providing for necessary furniture, technology, and apparatus for such building, and related costs thereto.
  - 5.9. Project and Plan Discussion
6. ADJOURN

This agenda contains a list of subjects known at the time of its distribution on July 7, 2025. A copy of the agenda reflecting any changes will be kept in the office of the superintendent and will be readily available for public inspection during normal office hours. Except for items of emergency nature, the agenda will not be enlarged later than twenty-four hours before the scheduled commencement of the meeting. The Board reserves the right to change the order of business discussed.

## Minutes of the Board of Education Meeting

The Board of Education regular meeting of the Crofton Community School was held on Monday, May 19, 2025 at 6:00 pm, with the following attendance: **Absent:** Amy Hoffman, **Present:** Jayne Arens, Jeremy Buschkamp, Michael Janssen, Craig Marsh, Lisa Van Heek. Present: 5, Absent: 1.

The motion was made by Michael Janssen and seconded by Lisa Van Heek to declare the meeting open and properly advertised by the certificate attached to these minutes. The motion passed by the following roll call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea; Yea: 5, Nay: 0, Absent: 1

The motion was made by Jayne Arens and seconded by Jeremy Buschkamp to approve excusing absent board member Amy Hoffman. The motion passed by the following roll call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea ; Yea: 5, Nay: 0, Absent: 1

The motion was made by Lisa Van Heek and seconded by Michael Janssen to approve the consent agenda. The motion passed by the following roll call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea; Yea: 5, Nay: 0, Absent: 1

In Administrative time, Mr. Wragge, Mr. Ostermeyer, Miss Kramer, and Mr. Look, all presented their reports to the Board members.

Newly installed FFA officers, Sophia Wortmann (President) and Ellie Foxhoven (VP) gave a presentation to the Board members. They reviewed with them the last several months of activities that the chapter and/or officers have been involved in doing.

Mr. Look reviewed and gave a summary of the second meeting of the committee on American Civics.

The motion was made by Craig Marsh and seconded by Jeremy Buschkamp to approve adding Driver's Education, as presented. The motion passed by the following roll call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea; Yea: 5, Nay: 0, Absent: 1

Mr. Look reviewed information on the renewal of the current food service contract with Lunchtime Solutions, and he also discussed with the board members the lunch/breakfast pricing for 2025-26. After discussion, the board wanted more information on estimates for the meal pricing before setting the prices for the next school year. Mr. Look will bring that information to the June board meeting, so a decision on meal pricing can be better determined.

The motion was made by Jeremy Buschkamp and seconded by Craig Marsh to approve the superintendent and/or Business Manager/Board Treasurer to setup and transfer funds to a Farmers and Merchants State Bank CD, as discussed. The motion passed by the following roll

call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea; Yea: 5, Nay: 0, Absent: 1

Mr. Look and the administration discussed with the Board the possibility of contracting with Heartland Licensed Mental Health Counseling Services out of Sioux City IA for the 2025-26 school year. This company was contacted earlier this year to help with the tragic events that occurred earlier this school year. Their assistant during this time was very much appreciated. Heartland then approached our school this spring about possibly offering their services to our students on a regular basis. They already offer their services to a few other schools in northeast Nebraska. After discussion, the board asked Mr. Look to obtain a little more information on the terms, conditions and details of the contract to help answer some of the questions they had.

Mr. Look reviewed the discussion that took place during the last advisory committee meeting on the building project. A public meeting will be set up on June 8. They also discussed the agenda for this meeting.

The motion was made by Michael Janssen and seconded by Jeremy Buschkamp to set the next meeting for June 9, 2025 at 6:00 pm, and to adjourn the meeting at 7:43 pm. The motion passed by the following roll call vote. Passed - Jayne Arens: Yea, Jeremy Buschkamp: Yea, Amy Hoffman: Absent, Michael Janssen: Yea, Craig Marsh: Yea, Lisa Van Heek: Yea; Yea: 5, Nay: 0, Absent: 1

Dana Wortmann, Acting Secretary

Board Report

Unposted; Batch Description JUNE 2025 REG AP INVOICES-0001

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>	
Checking	1		
Checking	1 Fund: 01 GENERAL FUND		
20/20 TECHNOLOGIES LLC	TECH SERVICES	1,856.72	
		<b>Vendor Total:</b>	<b>1,856.72</b>
A-OX WELDING SUPPLY	TANK RENTAL/SUPPLIES/CTE GRANT	6,003.35	
		<b>Vendor Total:</b>	<b>6,003.35</b>
ACCESS	STORAGE FEES	14.50	
		<b>Vendor Total:</b>	<b>14.50</b>
ALLEN, TOM	SICK LEAVE PYMT/TKT TKNG	2,054.00	
		<b>Vendor Total:</b>	<b>2,054.00</b>
Altwine, Karen	SICK LEAVE PYMT/TKT TKNG	218.00	
		<b>Vendor Total:</b>	<b>218.00</b>
ANN KRAMER	UNUSED PERSONAL/SICK LEAVE	650.00	
		<b>Vendor Total:</b>	<b>650.00</b>
APPEARA	RENDERED SERVICES	254.78	
		<b>Vendor Total:</b>	<b>254.78</b>
ARTS GARBAGE SERVICE	GARBAGE SERVICE	376.45	
		<b>Vendor Total:</b>	<b>376.45</b>
B-J SCHOOL BUSES	CONTRACTED PUPIL TRANSP.	26,073.84	
		<b>Vendor Total:</b>	<b>26,073.84</b>
Baker, Courtney	UNUSED PERSONAL/TKT TKNG	43.13	
		<b>Vendor Total:</b>	<b>43.13</b>
Blomstedt, Hannah	SICK LEAVE PYMT/TKT TKNG.	744.88	
		<b>Vendor Total:</b>	<b>744.88</b>
BRUENING LANDSCAPES AND TURF	FB FIELD AERATION	820.00	
		<b>Vendor Total:</b>	<b>820.00</b>
BUHL'S CLEANERS	BAND UNIFORMS CLEANED	56.28	
		<b>Vendor Total:</b>	<b>56.28</b>
CDW GOVERNMENT, INC.	SUPPLIES	322.00	
		<b>Vendor Total:</b>	<b>322.00</b>
CNA SURETY	BOND PREMIUM	500.00	
		<b>Vendor Total:</b>	<b>500.00</b>
COMFORT INN	STATE BOYS GOLF ROOMS	440.00	
		<b>Vendor Total:</b>	<b>440.00</b>
CONNOR, ANGIE	UNUSED PERSONAL/TKT TKNG.	63.13	
		<b>Vendor Total:</b>	<b>63.13</b>
CONNOR, JOHN	SICK LEAVE/UNUSED PERSONAL/TKT TKNG.	358.75	
		<b>Vendor Total:</b>	<b>358.75</b>
CROFTON LUMBER COMPANY	CUSTODIAL SUPPLIES	41.96	
		<b>Vendor Total:</b>	<b>41.96</b>
DANA WORTMANN	MILEAGE	450.00	
		<b>Vendor Total:</b>	<b>450.00</b>
DISCOUNT SCHOOL SUPPLY	LIBRARY SUPPLIES	16.59	
		<b>Vendor Total:</b>	<b>16.59</b>
Doerr, Mickey	SICK LEAVE PYMT/TKT TKNG.	690.00	
		<b>Vendor Total:</b>	<b>690.00</b>
ESU #1	REGISTRATION FEES	25.00	
		<b>Vendor Total:</b>	<b>25.00</b>
EVANS, BOB	UNUSED PERSONAL/TKT TKNG.	415.00	
		<b>Vendor Total:</b>	<b>415.00</b>
FIRST NATIONAL BANK OMAHA	SUBSCRIPTION RENEWAL/MISC. EXP.	366.41	
FIRST NATIONAL BANK OMAHA	TRAVEL/GAS	388.20	
FIRST NATIONAL BANK OMAHA	STATE TRACK ROOMS	1,320.00	
FIRST NATIONAL BANK OMAHA	SUPPLIES	15.99	
FIRST NATIONAL BANK OMAHA	TRAVEL/SUPPLIES/SPED	2,730.98	

**Board Report**

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<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>	
		<b>Vendor Total:</b>	<b>4,821.58</b>
Gade, Frank	TKT TKNG.	60.00	
		<b>Vendor Total:</b>	<b>60.00</b>
GREAT PLAINS COMM	INTERNET/PHONE	1,233.24	
		<b>Vendor Total:</b>	<b>1,233.24</b>
Guenther, Jaime	UNUSED PERSONAL/TKT TKNG.	311.88	
		<b>Vendor Total:</b>	<b>311.88</b>
Hansen, Shiann	UNUSED PERSONAL/TKT TKNG.	140.00	
		<b>Vendor Total:</b>	<b>140.00</b>
HEBBERT, MINDRA	SICK LEAVE PYMT/UNUSED PERSONAL/TKT TKNG	2,640.00	
		<b>Vendor Total:</b>	<b>2,640.00</b>
HOMETOWN LEASING	PRINTER/COPIER LEASES	1,511.21	
		<b>Vendor Total:</b>	<b>1,511.21</b>
Johnson, Cassandra	UNUSED PERSONAL/MILEAGE	465.63	
		<b>Vendor Total:</b>	<b>465.63</b>
JOHNSON, SUSIE	SICK LEAVE PYMT/UNUSED PERSONAL/TKT TKNG	2,079.00	
		<b>Vendor Total:</b>	<b>2,079.00</b>
JUSTIN BOSSMAN	SICK LEAVE PYMT/TKT TKNG.	2,604.00	
		<b>Vendor Total:</b>	<b>2,604.00</b>
Kleinschmit, Katie	MILEAGE/TKT TKNG./UNUSED PERSONAL	640.00	
		<b>Vendor Total:</b>	<b>640.00</b>
Koch, Karmen	SICK LEAVE PYMT/UNUSED PERSONAL/TKT TKNG	877.50	
		<b>Vendor Total:</b>	<b>877.50</b>
KSB SCHOOL LAW, PC LLO	KSB POLICY UPDATES	1,500.00	
		<b>Vendor Total:</b>	<b>1,500.00</b>
Lackas, Laurel	SAT TEAM/TKT TKNG.	190.00	
		<b>Vendor Total:</b>	<b>190.00</b>
LEADER, ASHLEY	MILEAGE/TKT TKNG/UNUSED PERSONAL	790.00	
		<b>Vendor Total:</b>	<b>790.00</b>
LUTJELUSCHE, ABIGAIL	UNUSED PERSONAL/TKT TKNG.	240.00	
		<b>Vendor Total:</b>	<b>240.00</b>
Melena, Lauren	UNUSED PERSONAL/SAT TEAM/TKT TKNG.	568.13	
		<b>Vendor Total:</b>	<b>568.13</b>
MENARDS-YANKTON	CUSTODIAL SUPPLIES	267.92	
		<b>Vendor Total:</b>	<b>267.92</b>
Moon, Maggie	TKT TKNG.	40.00	
		<b>Vendor Total:</b>	<b>40.00</b>
O'Brien, Teresa	MILEAGE/UNUSED PERSONAL/TKT TKNG.	527.50	
		<b>Vendor Total:</b>	<b>527.50</b>
OLSON'S PEST TECHNICIANS	EXTERMINATION SERVICES	124.00	
		<b>Vendor Total:</b>	<b>124.00</b>
Pack, Lisa	MILEAGE/UNUSED PERSONAL/TKT TKNG.	868.13	
		<b>Vendor Total:</b>	<b>868.13</b>
Pierson, Wade	UNUSED PERSONAL/TKT TKNG.	330.63	
		<b>Vendor Total:</b>	<b>330.63</b>
PITNEY BOWES	POSTAGE METER LEASE	148.29	
		<b>Vendor Total:</b>	<b>148.29</b>
PITZER DIGITAL, LLC	GRADUATION PROGRAMS	350.00	
		<b>Vendor Total:</b>	<b>350.00</b>
PYRAMID SCHOOL PRODUCTS	LIBRARY SUPPLIES	579.80	

**Board Report**

Unposted; Batch Description JUNE 2025 REG AP INVOICES-0001

User ID: DMW

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>	
		<b>Vendor Total:</b>	<b>579.80</b>
QUILL CORP	SUPPLIES	160.51	
		<b>Vendor Total:</b>	<b>160.51</b>
Rossman, Addie	SAT TEAM/UNUSED PERSONAL/TKT TKNG.	427.50	
		<b>Vendor Total:</b>	<b>427.50</b>
SAVVAS LEARNING COMPANY, LLC	DRIVERS ED TEXTBOOKS	1,769.58	
		<b>Vendor Total:</b>	<b>1,769.58</b>
Schieffer, Nancy	MILEAGE/TKT TKNG.	470.00	
		<b>Vendor Total:</b>	<b>470.00</b>
Schieffer, Sherry	MILEAGE	450.00	
		<b>Vendor Total:</b>	<b>450.00</b>
Slate, Tyler	MILEAGE/TKT TKNG./UNUSED PERSONAL	515.00	
		<b>Vendor Total:</b>	<b>515.00</b>
STAPLES ADVANTAGE	LIBRARY SUPPLIES	50.01	
		<b>Vendor Total:</b>	<b>50.01</b>
STEFFEN, CRYSTAL	UNUSED PERSONAL/SICK LEAVE/TKT TKNG	330.63	
		<b>Vendor Total:</b>	<b>330.63</b>
Stevens, Jami	MILEAGE	450.00	
		<b>Vendor Total:</b>	<b>450.00</b>
STUBBS, MONIQUE	UNUSED PERSONAL/SICK LEAVE/TKT TKNG.	290.00	
		<b>Vendor Total:</b>	<b>290.00</b>
TB & K CONSTRUCTION INC.	LOAD OF ROCK DELIVERED	546.50	
		<b>Vendor Total:</b>	<b>546.50</b>
THOENE, JONELLE	TKT TKNG/UNUSED PERSONAL LEAVE	286.88	
		<b>Vendor Total:</b>	<b>286.88</b>
Thoene, Michelle	TKT TKNG.	40.00	
		<b>Vendor Total:</b>	<b>40.00</b>
TIME MANAGEMENT SYSTEMS	MONTHLY PAYMENT	64.03	
		<b>Vendor Total:</b>	<b>64.03</b>
TRAMP, LARRY	MILEAGE	450.00	
		<b>Vendor Total:</b>	<b>450.00</b>
U S POST OFFICE	PO BOX FEES	120.00	
		<b>Vendor Total:</b>	<b>120.00</b>
Wagner, Chelsea	UNSUED PERSONAL/TKT TKNG.	204.38	
		<b>Vendor Total:</b>	<b>204.38</b>
		<b>Fund Total:</b>	<b>73,021.82</b>
		<b>Checking Account Total:</b>	<b>73,021.82</b>

The president may acknowledge any visitors at this time and provide time for public comment if Necessary.

- (Optional) Public Comment
  - The Board's Role
    - Listen - This time is meant to only listen to their opinions or thoughts.
      - Important: Do not engage in conversation with the speaker or answer questions posed by them to you.
    - Time limit - The Board should have a timer.
      - 5-minute time limit per speaker (30-minute total for all speakers)
  - Speaker Identification (Neb. Rev. Stat. 84-1412):
    - Any member of the public desiring to address the body shall be required to identify himself or herself, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual.