

Board of Education Regular Meeting

Wednesday, August 8, 2018 6:30 PM

East Butler School
212 South Madison Street
Brainard, NE 68626-0036

Jan Bostelman: Present

Mark Janak: Present

Megan Kozisek: Present

Kim TePoel: Present

Marlene Wade: Present

Dan Zysset: Present

1. Call Meeting To Order

2. Roll Call

3. Flag Salute

4. Approve Agenda

Motion to approve the agenda as presented Passed with a motion by Jan Bostelman and a second by Mark Janak.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea, Marlene Wade: Yea, Dan Zysset: Yea

5. Patron's Comments

6. Informational Items

6.1. Construction Update

6.2. Budget Update

7. Consent Agenda

Motion to approve the consent agenda as presented Passed with a motion by Marlene Wade and a second by Jan Bostelman.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea, Marlene Wade: Yea, Dan Zysset: Yea

7.1. Approval of Minutes

7.2. Treasurer's Report

8. Regular Agenda

9. Administrative Comments

10. Items for next Meeting

11. Adjournment

Motion to adjourn at 7:12 PM Passed with a motion by Marlene Wade and a second by Jan Bostelman.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea, Marlene Wade: Yea, Dan Zysset: Yea

Board of Education Regular Meeting
Wednesday, July 11, 2018 6:30 PM
East Butler - Brainard Library

1. Call Meeting To Order at 6:30 P.M.

2. Roll Call - Present: Jan Bostelman, Mark Janak, Megan Kozisek, Kim TePoel, Marlene Wade, and Dan Zysset. Also present: Mr. Sam Stecher, Superintendent.

3. Flag Salute

4. Approve Agenda

Motion to approve the agenda as presented passed with a motion by Jan Bostelman and a second by Mark Janak.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea, Marlene Wade: Yea, Dan Zysset: Yea

5. Patron's Comments - Nancy Steager and Kim Heiser shared concerns regarding compensation and extra help.

6. Informational Items included: AdvancED Report; Achievement Data; Strategic Plan; Construction Update; and Graduation Ceremony Policy Discussion.

7. Consent Agenda

7.1. Approval of Minutes

7.2. Treasurer's Report

7.3. Approve 2018-2019 Student/Parent and Teacher Handbooks

Motion to approve the consent agenda as presented passed with a motion by Marlene Wade and a second by Dan Zysset.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea, Marlene Wade: Yea, Dan Zysset: Yea

8. Regular Agenda

8.1. Paraprofessional Hire

Approve para hire as stated passed with a motion by Jan Bostelman and a second by Marlene Wade.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea,
Marlene Wade: Yea, Dan Zysset: Yea

8.2. Second Reading of Required Policy Updates

Approve second reading of updated policies passed with a motion by Marlene Wade and a second by Dan Zysset.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea,
Marlene Wade: Yea, Dan Zysset: Yea

8.3. Additional Policy Updates Discussion

Adopt insufficient fund policy and not the other three policies passed with a motion by Marlene Wade and a second by Jan Bostelman.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea,
Marlene Wade: Yea, Dan Zysset: Yea

8.4. Dishwasher Purchase

To approve TriMark bid based on condition that not having a water softener doesn't void the warranty failed with a motion by Marlene Wade and a second by Dan Zysset.

Jan Bostelman: Nay, Mark Janak: Nay, Megan Kozisek: Nay, Kim TePoel: Nay,
Marlene Wade: Nay, Dan Zysset: Yea

9. Administrative Comments

10. Item for next Meeting: Preliminary Budget

11. Adjournment

Motion to adjourn at 7:50 P.M. passed with a motion by Jan Bostelman and a second by Dan Zysset.

Jan Bostelman: Yea, Mark Janak: Yea, Megan Kozisek: Yea, Kim TePoel: Yea,
Marlene Wade: Yea, Dan Zysset: Yea

Kim Fuehrer

Recording Secretary

BALANCES July 1 - 31, 2018 FOR AUGUST BOARD MEETING				
		JULY	JULY	MONTH END
	BEG. BALANCE	RECEIPTS	EXPENDITURES	BALANCE
HOT LUNCH	\$9,357.61	\$10.44	\$9,319.41	\$48.64
ACTIVITIES				
Academic Decathalon	\$1,014.80			\$1,014.80
Ag Projects	\$1,206.35			\$1,206.35
Annual	\$5,541.64			\$5,541.64
Athletic	\$4,893.81		\$1,983.80	\$2,910.01
Box Tops for Educ	\$3,953.67			\$3,953.67
Cheerleaders	\$2,100.74	\$2,008.27	\$1,983.80	\$2,125.21
Class 2018	\$49.28			\$49.28
Class 2019	\$1,037.45			\$1,037.45
Class 2020	\$1,499.40			\$1,499.40
Close Up	\$27.49	\$577.00		\$604.49
College Access Grant	\$2,335.16			\$2,335.16
Concessions	\$1,969.40			\$1,969.40
Dance Team	\$279.51			\$279.51
Drama	\$624.12			\$624.12
Drug Free Program	\$395.49			\$395.49
Edivate	\$303.00			\$303.00
FBLA	\$617.27			\$617.27
FCCLA	\$285.10			\$285.10
FFA	\$14,162.23	\$661.07	\$150.00	\$14,673.30
FFA GREENHOUSE	\$6,331.17			\$6,331.17
Laptop Initiative	\$17,907.64			\$17,907.64
Letterclub	\$1,847.65			\$1,847.65
Miscellaneous	\$0.00			\$0.00
Music	\$539.70			\$539.70
Nat'l Honor Society	\$345.23			\$345.23
Speech	\$17.76			\$17.76
Student Council	\$902.88			\$902.88
Tiger Stripes	\$203.85			\$203.85
WR Spirit Leaders	\$235.45			\$235.45
TOTALS	\$70,627.24	\$3,246.34	\$4,117.60	\$69,755.98
ACTIVITY FUND CERTIFICATE OF DEPOSIT				
DATE PURCHASED/NUMBER	NAME/AMOUNT	RATE	BALANCE	MATURITY
9-3-91 #1013527	FFA Gilt Chain	0.15%	\$1,641.68	9/3/18
	\$800.00			

BILLS Aug 8, 2018			
Staff		\$167,318.30	Salary
First Nebraska Bank		\$57,014.08	FICA
NE School Retirement		\$47,459.58	Retirement
Blue Cross Blue Shield		\$47,875.80	Ins
Blue Cross Blue Shield		\$8,620.78	Ins
SUB TOTAL OF PAYROLL		\$328,288.54	
Aflac		\$710.30	Ins Coverages
Amazon		\$1,249.82	Supplies
BJ Hardware		\$31.43	Supplies
Banner Press		\$44.19	Subscription
Kathy Bohac		\$830.32	Plane Fare/Conf
Booksource		\$113.02	Spanish Books
Brown & Saenger		\$4,754.55	Supplies
Butler Public Power		\$833.35	Electricity
Callaway Rolloffs		\$84.62	Dumpspter, Fees
Canon Financial Services		\$849.00	Equipment
Canon Solutions		\$2,179.72	Maintenance
CCS Presentations		\$660.00	Projector

Central Ne Rehab Services	\$672.95	Sped services	
CTF Service Inc	\$16,777.41	Vehicle Maintenance	
Culligan	\$80.00	Reverse osmosis	
David City Ace Hardware	\$47.95	Supplies	
David City Public Schools	\$854.68	Hermelbracht Ins	
East Butler Dist 2R	\$2,186.67	Depend care & URM	
Electronic Contracting Co.	\$441.00	Battery Patrol	
Electronic Engineering	\$517.50	Repeater Rental	
Family Suport Pymt Center	\$237.00	Child support	
Frontier Coop Co	\$411.74	Fuel/Propane	
Hal Leonard Corp	\$195.00	Magazine	
Rachel Hines	\$8.55	Lunch @ Trng	
Interstate Music	\$49.65	Music supplies	
JCI Industries	\$157.65	Motor	
Jeff Klement	\$2,400.00	Tree Cutting	
Tom Laing	\$7.50	Bus permit	
Lakeshore Learning	\$350.27	School supplies	
Madison Life	\$674.85	Ins	
McGraw Hill	\$1,629.26	Workbooks	
Matheson	\$96.10	Rental	

Menard's		\$127.75	Supplies
MNJ Technologies		\$172.68	Hard Drive
Music in Motion		\$434.20	Music supplies
Nasco		\$285.02	Science supplies
Natl Art & School Supplies		\$670.62	Supplies
Nationl Business Furniture		\$2,744.76	Classroom Tables
NCSA Region 1		\$75.00	Dues - M. Eldridge
Nebraksa Air Filter		\$894.62	Filters
Ne Council of School Admin		\$140.00	Webinars
Oliva Audio		\$1,194.40	Computer repairs
Pearson Education		\$212.86	School supplies
PGH&G, PC		\$150.00	Legal services
Poster Compliance		\$159.90	Compliance posters
Jennifer Rohda		\$161.32	Mileage
Patti Romshek		\$888.55	Rms for Conference
Ron's Plumbing & Heating		\$52.65	Repairs
Sack Lumber		\$79.38	Supplies
Scholastic		\$924.94	Magazines
Schwarz Paper Company		\$72.03	Cleaning supplies
Software Unlimited		\$4,655.00	Software Fees

Subscription Services	\$686.18	Library magazines	
Sunbelt Rentals	\$517.30	Rent Scissorlift	
Tech Masters	\$121.00	Freezer Repair	
Time for Kids	\$49.50	Magazine combo	
Trend Enterprises	\$35.37	Supplies	
Verizon Wireless	\$21.73	Cellphone	
Village of Brainard	\$9,502.09	Utilities	
Village of Prague	\$8.00	Utilities	
Wageworks	\$115.00	Admin & Comp fee	
Wahoo Newspaper	\$170.70	Mins, Notices	
We Do Floors & More	\$1,200.00	Gym Floor	
West Music	\$40.45	Music supplies	
Windstream	\$387.01	Phone/Internet	
Wood Masters	\$825.00	Classroom cubbies	
Wright-Way Drain & Sewer	\$375.00	Cabled Urinals	
SUB TOTAL OF BILLS	\$68,458.08		
GRAND TOTAL P/R & BILLS	\$396,746.62		

EAST BUTLER PUBLIC SCHOOLS INVESTMENTS
As of Aug 1 2018 For B Mtg Aug 8, 2018

GENERAL FUND

<u>NUMBER</u>	<u>TERM</u>	<u>MATURITY</u>	<u>AMOUNT</u>	<u>RATE</u>	
1026029	12 month	4/5/19	\$513.42	1.20%	McAuliffePrize (At Prague)
3212	24 month	10/1/18	\$387,696.82	0.85%	
1024535	9 month	8/15/17	\$166,337.65	0.20%	
1024295	12 monthFLEX	7/13/17	\$466,864.42	1.20%	
			\$1,021,412.31		
41-513	Checking		NA	0.05%	
TOTAL			#VALUE!		

DEPRECIATION RESERVE/VEHICLE REPLACEMENT FUND

602837			\$86,019.71	0.58%
--------	--	--	-------------	-------

QUALIFIED CAPITAL IMPROVEMENT PURPOSE UNDERTAKING FUND (QC-PUF)

1507069			\$449,160.37	0.05%
---------	--	--	--------------	-------

BUILDING FUND

1041-718	Checking		\$791,118.26	0.05%
1024870	12 mo FLEX	6/10/18	\$222,432.49	1.20%

EMPLOYEE BENEFIT FUND

1505565	Checking		\$3,490.76	0.05%
---------	----------	--	------------	-------

STUDENT FEE FUND

1502837	Checking		\$20,219.38	
---------	----------	--	-------------	--

PLEGGED SECURITIES

FIRST NEBRASKA BANK	1/31/21	\$400,000.00	Cusip 912828B58
FIRST NEBRASKA BANK	3/8/19	\$150,000.00	Cusip 313378QK0
FIRST NEBRASKA BANK	5/30/19	\$500,000.00	Cusip 3137EADG1
FIRST NEBRASKA BANK	11/30/2019	\$200,000.00	Cusip 912828UB4
FIRST NEBRASKA BANK	12/31/2020	\$150,000.00	Cusip 912828A83
FIRST NEBRASKA BANK	6/30/2020	\$200,000.00	Cusip 912828VJ6
FIRST NEBRASKA BANK	3/8/19	\$500,000.00	Cusip 3133782M2
FIRST NEBRASKA BANK	9/14/18	\$500,000.00	Cusip 313375K48
FIRST NEBRASKA BANK	9/14/18	\$250,000.00	Cusip 313375K48
FIRST NEBRASKA BANK	9/14/18	\$500,000.00	Cusip 313375K48
FIRST NEBRASKA BANK	4/30/20	\$200,000.00	Cusip 912828VA5
FIRST NEBRASKA BANK	9/30/21	\$500,000.00	Cusip 912828F21
FIRST NEBRASKA BANK	9/30/20	\$500,000.00	Cusip 912828VZ0
FIRST NEBRASKA BANK	2/19/19	\$100,000.00	Cusip 3135G0ZA4

SUB-TOTAL \$4,650,000.00

BANK OF PRAGUE	12/15/2023	\$57,000.00	Cusip 12354RAZ0
BANK OF PRAGUE	1/15/2023	\$85,000.00	Cusip 123529EQ8

SUB -TOTAL	\$142,000.00
TOTAL PLEDGED	\$4,792,000.00

August 8, 2018						
SPECIAL BUILDING FUND BILLS						
Electronic Contracting Co	Check# 1078			Equipment, Cables &		
P O Box 29195	24,390.00			devices		
Lincoln, NE 68529						
Mahoney Fire Sprinkler	Check# 1079			Inspection, Sprinkler heads		
5004 S. 110th St	\$1,260.00					
Omaha, NE 68137						
Midwest Door & Hardware	Check# 1080			Door Closer Installation		
5001 Russell Circle	\$2,141.00					
Lincoln, NE 68507						
The Clark Enersen Partners	Check# 1081			Code Improvements, Class		
1010 Lincoln Mall, Suite 200	\$1,083.79			Improvement Project		
Lincoln, NE 68508						
Rogge General Contracting	Check# 1082			Classroom Addition		
6101 S 58th, Ste A	\$60,363.95					
Lincoln, NE 68516						
Advanced Fire & Safety	Check# 1083			Fire Extinguisher &		
5512 Bay Meadows Rd	\$1,259.00			Inspections		
Omaha, NE 68127						
TOTAL	\$90,497.74					
DEPRECIATION FUND BILLS						
TOTAL	\$0.00					
QUALIFIED CAPITAL IMPROVEMENT PURPOSE UNDERTAKING FUND (QCPUF)						
TOTAL	\$0.00					

Elementary Principal Report August Board Meeting



I. Staff Professional Learning Schedule & Student Schedule

- A. Teaching staff will report to school August 8-10. Paraeducators will be starting August 10.
- B. The crisis team will be planning for the emergency drill day tentatively set for August 17 and discussing the standard response protocol. Our school improvement committee will be developing ways to communicate the results from our external visit and finding ways to address our improvement priorities.
- C. ESU 7 staff will be presenting information on Multi-Tiered Systems of Support (MTSS) and sharing ways to address student behavioral concerns.
- D. Our staff will also be involved in activities related to the principles of learning, Edviate, and the Power of ICU program.
- E. Students will begin school on Monday, August 13 with a 1:30 dismissal.

II. National Principals Conference/Administrator Days

- A. Mr. Eldridge and I attended the National Principals Conference in Chicago from July 11-13.
- B. Speakers from around the country shared information on school culture, leadership, and other school topics. The following sessions were highlights of the conference.
 - 1. Lead Like a Pirate! Make School Amazing for Students and Staff!-Beth Houf
 - 2. Ideas, Ideas, Ideas-Sтивен Bollar
 - 3. The Principled Principal-Jeffrey Zoul
 - 4. How to get All Teachers to be like the Best Teachers-Todd Whitaker
 - 5. Practical Strategies to Maximize the Use of Resources to Meet Students' Behavioral and Mental Health Needs-Jill McCaslin-Timmons
- C. Administrator Days were held in Kearney July 25-27. I attended sessions focused on AdvancED accreditation, learning centers, and curriculum alignment.
- D. I would like to thank Mr. Stecher and the school board for supporting both professional growth opportunities.

III. New Elementary Staff Members

- A. Dwight Paraeducators-Mary Cromwell and Ronda Masek
- B. Head Cook-Brooke Schildt

IV. Additional Comments

- A. Reading and Math Program (RAMP) ended August 2. I would like to thank our staff for their work with this program. They provided instruction to improve Math and Reading skills and build a strong foundation for the upcoming school year.
- B. Additional summer elementary student registrations:
 - 1. Dwight-3
 - 2. Brainard-7
- C. There are currently 39 students enrolled in preschool.

To: East Butler Public Schools Board of Education
From: Michael Eldridge, Secondary Principal
Date: August 8, 2018
Re: Secondary Principal's Report

I. Professional Learning for Staff

- a. Staff will start on August 8th.
- b. Staff will have professional learning in a variety of areas.
 - a. AdvancED - we will be going over our accreditation report as well as discussing our Principles of Learning (common language of instruction)
 - b. We will kickoff our third year of Edivate where we will focus on Goal setting, and our common language of instruction - through video watching.
 - c. The Power of ICU - over the summer the staff read the book Brickhouse. A book that focuses on building a culture that reflects student learning. This is accomplished through providing the students with quality assignments, and also receiving quality work from the students.
 - d. ESU 7 staff will present information on instructional coaching and specific instructional techniques on teaching students with behaviors..

II. 1st Day of School

- a. First day of school will begin with an assembly in the gym to discuss any changes with the student handbook, and to also lay out expectations for the school year.
 - a. This year I have the student council involved in presenting information from the handbook.
- b. I will also be sharing information on dual credit opportunities, not only in the building, but also offered through online platforms
- c. As in the past, I feel that it is important to offer an opening message in order to get the students charged and ready for learning. This has been a great way to kick of the school year.

III. 7th Grade/New Student Orientation

- a. This is scheduled for Tuesday, August 7th.
- b. During this time, courses and expectations were discussed with the families, as well as the 7th grade laptops will be distributed.

IV. Administrator Days

- a. Mr. Biltoft, Mr. Stecher, and I attended admin days in Kearney on July 25-27th.
 - i. I was able to attend several sessions on understanding the ACT scores, AdvancED, etc.

V. National Principal Conference

- a. Both times that I have attended this event has been extremely beneficial and informative.
- b. Please refer to the attachment regarding some of the sessions that I attended.



Tiger Time: Academic Achievement Program

Tiger-Time: Academic Achievement Program would be a program that is made up of 13 Academic teams that would include all 7-12 students and teachers. Those Academic teams would be made up of Tiger-Time groups that would compete against each other to attain the ultimate goal of having the highest academic achievement rate. They would also compete for many other school-wide awards and recognitions that would be announced at four main events during the year: *Quarter Academic Pep Rallies*.

Among the many activities that encompass the Program it would have a weekly focus that addresses a mutually agreed upon, consistent attention to every student's academic, personal, social, and cultural needs throughout the educational process. This would include an accountability session whereby Tiger Time teachers would meet individually with each of their students to address **Grades, Attendance, Involvement in Extracurricular Activities, and Discipline Issues**. Each student would earn individual and team points each week based on their personal accomplishments. Those points would be calculated and tallied for each team. Teams would be honored each week for both overall team standing and team growth. Those groups that show the most growth will receive TT snacks, served by the administration on a bi-monthly basis. The Academic Team with the highest total at the end of each Quarter would win the Academic Team Award.

The goals of this program would include, among other things, the commitment to each individual student's personal and academic progress. Specifically:

- 1) Teachers Will Never Give Up On Kids.
- 2) Students Will Never Give Up On Themselves.
- 3) Students Will Never Give Up On Each Other.

Examples of Recognition that we have done:

- All-School Academic Team Champion
- Perfect Attendance Award
- Extra-Curricular Award
- Students with A's and B's In All Classes
- Students With All A's in All Classes
- Triple Award Students
 - All A's and B's
 - Involved In An Extracurricular Activity
 - Perfect Attendance in School

NASSP National Principal Conference
Chicago, Illinois
July 11-13, 2018

Community Engagement Activities:

Activity 1: Your Elevator Pitch (140 character or less statement about your school's purpose.) - Twitter.

- They also advised that every staff member have this elevator pitch, so if they are out in the community and they visit with patrons, they are promoting positive information about the school.

Activity 2: Telling Your Story Through a School Tour

- Pictures of the school and classrooms - where have we been?
 - Purpose
 - History
- Present
 - Culture - "Good Time to Be A Tiger"
 - Professional Focus - Teacher and Student Growth
- Future
 - Strategic Plan
 - Indicators of Success

Culturize - by Jimmy Casas

- Jimmy is an administrator in IOWA that has developed a unique way of building positive cultures in schools. He presents around the country and has written multiple books.
- "ALL Children - Every Day - Whatever It Takes"
- This was a extremely motivating sessions, and gave me many things to think about.
- "What does average look like in your building?"
- "Don't just talk about excellence.....LIVE YOUR EXCELLENCE"

Principled Principal

- This session was about the 10 principles of leading effective schools.
- Not all of the principles were shared throughout this session, but each principle that was shared gave me great information and direction to make a difference.
 - I purchased the book to learn more about the 10 principles!

(These are just a few of the sessions that I attended! This conference is always a great experience for me professionally. I am never disappointed!)