WAKEFIELD COMMUNITY SCHOOL
BOARD MINUTES
November 14, 2016

The Board of Education Regular Meeting convened in open and public session on November 14, 2016 at 7:00 PM in the Boardroom at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Bebee informed the group of the Open Meetings Act posted in the boardroom and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

Attendance Taken at 7:00 PM:
Present Board Members: Tim Bebee, Karen Borg, Bree Brown, Ben Donner, Julie Rose, and Mark Victor
Absent Board Members: None

Also in attendance: Superintendent Bejot, Elementary Principal Wulf, Secondary Principal Heitz, Recording Secretary Gothier, Board Elect Shannon Johnson, 2nd Grade Teachers Brian Johnson and Sara Schlickbernd, and Navitas Representatives.

Approval of Agenda
Motion Passed: To approve the agenda passed with a motion by Donner and a second by Karen Borg.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Awards and Special Recognition
The football team completed their season with a record of 6-2. The volleyball team finished 11-16. The One-Act received 4th place at Conference. Four students were given Academic All-State honors for fall activities by NSAA. Savannah Nelson and Megan Borg receive the honor for volleyball. Emma Pommer and Avery Zamzow were recognized for One-Act. Emma Pommer and Payton Rusk were selected for All-State Choir this year. Sam Heitz, Gabe Lamprecht, Diego Martin and Dazjah Tinsley were selected for jr. high UNO Honor Choir. Solomon Peitz, Noah Lamprecht, Payton Rusk, Emma Pommer and Victoria Frahm were selected for Conference Honor Choir.

Recognition of Visitors/Communication from the Public
WEA
Mr. Johnson and Mrs. Schlickbernd shared projects going on in second grade. The entire class does literature based projects together on weeks where there are five days of instruction. Mrs. Schlickbernd's class has 1 to 1 iPads. She shared a Wakefield commercial the kids created using green screen.

Reports
Elementary Principal Report
Students participated in the annual Halloween Parade through the senior center and along Main Street. 4-6 graders participated in a fall celebration organized by FBLA. Grandparent's/VIP Day was held on October 14 with nearly 200 participants. Teachers invited our guests into their classroom to complete various activities. Multiple elementary teachers have volunteered to participate in a C4L workshop. Check 4 Learning is a NeSA prep tool.

Secondary Principal Report

We have finished our MAP tests for Reading and Math. This week we are starting on Science and Language Usage. We had our winter sports parent meetings on Nov. 10 and 13. Parents of junior high athletes were required to attend this one also, and each high school coach had their specific sports meeting following the general meeting. Winter sports practice started Nov.14. The annual Veteran's Day program was Friday, Nov. 11. The program was followed by the monthly community club meeting. Several students participated in the program.

Superintendent Report

The extra-curricular curriculum team met on October 31st. The team has collectively agreed to recommend the school district adopt the “Pro-Active Coaching” model to be used by all coaches. The initial cost is roughly estimated to be around $1,500. The website is www.proactivecoaching.info Parents at the fall and winter sports meeting were introduced to the program through the video. Roof repairs to the main gymnasium edging and flashing have been completed on both the east and west side of the gym. The TeamMates Mentoring program is progressing forward with Mr. Wulf submitting the “RFP” to the state TeamMates Mentoring organization.

Board Committee Reports

Board Policy

The Policy Committee met last week to review revisions to our Concussion Protocol. The committee made several changes to the protocol and will have a recommendation later in tonight's meeting.

Public & Personnel Relations

Public and Personnel Committee has met and began the first negotiations session with the Wakefield Education Association. The Committee met tonight prior to the board meeting to discuss their first proposal. The next negotiations meeting is set for next Monday, November 21, 2016 at 5:00 pm in the BOE room.

Discussion and Action Items

Consent Agenda

Motion Passed: To approve the Consent Agenda passed with a motion by Borg and a second by Donner.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor

No: None

Bills were reviewed by the Finance Committee and approved as follow: General: $352,192.67; Lunch: $20,399.81; Employee Benefit: $252.00; Payroll: $198,915.02.

Discuss the Navitas annual energy conservation Report.

Koby Kampschroeder presented data on our energy conservation project for the second year. We received and Energy Star rating for 2016, which placed us in the top twenty percent of public building nationally. We have continued to work on our controlling systems with Navitas throughout the year.

Discuss and take action to approve the audit.

Every fall Mike Pommer, CPA, performs an independent audit of the previous year's revenues and expenditures. Mike follows NDE auditing guidelines insuring proper procedures for managing federal, state and local monies to operate Wakefield Community School. The report on "Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards," disclosed no instances of noncompliance that were to be reported. The audit also did not identify any deficiencies in control over financial reporting that were a material weakness.

Motion Passed: To approve the audit passed with a motion by Brown and a second by Borg.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss and take action on a contract with Mr. Mike Pommer for independent auditing services.
Mike conducts an audit of the districts books and accounting procedures and checks the district's regulatory procedures. Mike proposes to conduct our audits shortly after the close of each business year complete the Annual Financial Report. The cost of the audits is not to exceed the following amounts: $6,000 for fiscal year 2016-17, $6,100 for fiscal year 2017-18 and $6,200 for fiscal year 2018-19. This proposal is a three year contract with his firm and the district.
Motion Passed: To approve Mike Pommer, CPA for a three year contract passed with a motion by Donner and a second by Rose.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss and take appropriate action to recognize the Wakefield Education Association as the exclusive bargaining agent for the district's non-supervisory certificated staff for the 2018-2019 year.
The Wakefield Education Association is seeking to be exclusive collective bargaining agents for all the teachers for next year's negotiating process. The association is required to seek recognition from the board.
Motion Passed: To recognize the Wakefield Education Association as the exclusive bargaining agent for non-supervisory certificated staff for the 2018-19 contract year passed with a motion by Rose and a second Mark Victor.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None
Discuss and take action to approve voting delegate to NASB Convention.
Motion Passed: To approve Mark Bejot as the voting delegate to the NASB Convention passed with a motion by Victor and a second by Donner.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss and appoint a board member to the District Wellness Team.
The District Wellness Team has continued to develop our comprehensive wellness program which includes requirements from the USDA, and NDE. Our team consists of teachers, parents, student, administrators, and now requires a board member on the team.
Motion Passed: To table appointment to the District Wellness Team passed with a motion by Karen Borg and a second by Victor.
Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss and take action to approve the revised concussion policy.
A meeting was held with Ross Hansen, Angie Borg, Matt Brenn, Jason Heitz and myself to examine the existing concussion protocol and make recommendations for change to the board. The significant changes include:

- A physician of parents choice must diagnose the concussion.
- Added Appendix E which includes the concussion process and "Return to Learn" procedures.
- Physician must see the student prior to returning to contact drills or full play.

- Parents must give consent to return to play.
- Appendix forms have the majority of revisions.

Motion Passed: To approve the revised concussion protocol upon legal council approval passed with a motion by Donner and a second by Victor.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss and take appropriate action to close the activities center to the public from 8:00 - 3:45 pm daily.

The Activities Center construction was a joint effort between the Wakefield Board of Education, patrons of the community and the Gardner Foundation. When the project was completed the plan was to allow the community access to the weight room and gymnasium area throughout the day. Unfortunately times have changed since the facilities inception and student and staff safety is a concern. The facilities will be available before and after school.

Motion Passed: To close activity center during school hours of 8:00am - 3:45pm to the public passed with a motion by Donner and a second by Brown.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Discuss the superintendent's evaluation process

One of the five functions of the board of education is to evaluate the performance of the superintendent of schools.

Upcoming Dates and Times

Set the date and time for the next regular meeting

The next regular board meeting will be Monday, December 12, 2016 at 7:00pm

Set a date and time for a Building, Sites & Transportation Committee meeting.

Committee will meet November 22, 2016 at 5:30pm

IX. Adjournment

Motion Passed: To adjourn the meeting at 9:28pm passed with a motion by Rose and a second by Borg.

Yes: Bebee, Borg, Brown, Donner, Rose, Victor
No: None

Bree Brown, Secretary

Becky Gothier, Recording Secretary