

Sandhills Public Schools

Board Self-Evaluation Workshop Minutes
SHS Lecture Hall

February 10, 2019
4:00 p.m.

Minutes of the Special Board Self-Evaluation Meeting

1. 4:15 p.m. Meeting Called to Order
2. Attendance – Present – Marcia Herring (NASB Representative), Jeff Martindale, Reed Larson, Tyson Cox, Michelle Milleson, Tedd Teahon (arrived at 5:10), Gary Cooper (Superintendent), and J.D. Furrow (Principal/Recorder)
3. Mrs. Herring led the board through an in-depth self-evaluation. The board members independently filled out an online self-evaluation form. The results of this form led the discussion on the following topics:
 - a. Policy and Planning
 - b. Board/Community Relations
 - c. Student Learning and Achievement
 - d. Budget
 - e. Board Meetings
 - f. Board/Superintendent Relations
 - g. Board Governance
4. Special Meeting Adjourned: 5:52 p.m.

Minutes of the Regular February Board Meeting

1. Called to Order – 6:19 p.m.
2. Pledge of Allegiance
 - a. Open Meetings Act – adhered to and posted
 - b. Per policy 204.07 – reasonable advanced notification was made of the meeting
3. Attendance – Present – Steve Bass, Reed Larsen, Michelle Milleson, Tyson Cox, Jeff Martindale, Tedd Teahon, Gary Cooper (Superintendent), J.D. Furrow (Principal/Recorder)
4. Approval of the Consent Agenda
 - a. Approve the Minutes of the January 13, 2020 regular board meeting
 - b. Approve the agenda for tonight's meeting

- c. Approve the Financial Reports
- d. Approve the Payment of Bills
- e. Excuse absent BOE members – None
- f. Verification of Publication of Minutes and Meeting Notices in the Custer County Chief – January 13, 2020 Regular Board Meeting Minutes, February 10, 2020 Notice of Special Board Meeting (Self-Evaluation), February 10, 2020 Notice of Regular Board Meeting

Motioned by Michelle Milleson, Seconded by Jeff Martindale –
Passed 6-0

- 5. Requests to Address the Board – No one from the public present to address the board
- 6. Discussion Items:
 - a. Sandhills/Thedford Athletic Cooperative – There have been no COOP meetings. Mr. Cooper is going to meet With Mr. Dahlberg to discuss the coach’s compensation packages for both schools.
 - b. 2020-21 Classified Staff Compensation – Mr. Cooper shared with the board what the classified staff schedule would look like for the upcoming year and led discussion into some option for adjusting the compensation schedule.
 - c. Follow up on Self-Evaluation Workshop – Mr. Furrow & Mr. Cooper will work on a district calendar to help guide board initiatives. Board Goals were discussed – Facilities, Transportation Fleet, Cash Reserve
 - d. Personnel Update – Mr. Furrow discussed potential changes for both certified and classified staff.
 - e. Bus Grant Update – Mr. Furrow informed the board that we were winners of the EPA – DERA Bus Grant, but the letting of funds was held up to later in March.
- 7. Superintendent/Principal Report
 - a. Negotiations Update – Mr. Cooper shared with the board the updated state averages for teacher salary.
 - b. School Finance Legislation – Mr. Furrow led discussion on LB 974 and its potential ramification to our school and other schools in the state. Both the administration and the BOE expressed the need for property tax relief, but expressed concerned with the need to fully fund our schools and the potential challenges that LB 974 could cause.

- c. BCACF – Mr. Furrow met with the BCACF and their Nebraska Foundation Representative to discuss the idea of donating gym wall space for the purpose of advertising/fund raising banners, and the potential for using the funds to support school initiatives.
- d. Spanish Trip – Mr. Furrow shared with the board a trip that our Spanish students are eligible for. The trip will be summer 2021 to Costa Rica.
- e. Budget and Finance Workshop – Mr. Furrow informed the board about the February 5th workshop. Mr. Cooper is going to start working on the hard numbers for the 2020-21 school year budget to help expediate the budget process.
- f. Legislative Review Conference – Mr. Furrow informed the board about the February 9-10 Conference. The board was updated on:
 - LB 920 – Allocates more lottery dollars for K-12. Behavioral health training and career readiness/dual credit education, keeps DL funds.

LB 759 – DHHS has to contact schools before they place students

LB 1023 – Adopts the Extraordinary Increase in Special Ed, Cost Act, Appropriates funds to cover unexpected funds incurred by school districts.

LB 306 Urges Congress to Fully fund IDEA

LB 974 – Property Tax Relief Bill

- g. ESU #10 Billing – Mr. Furrow Shared with the board that our ESU Bill was significantly lower this month because of a budgetary adjustment by the ESU and that this will generally happen every 6 months.

8. Business/Action Items:

- a. Review, revise, consider and take action on Board Policies from Sections 700 “Business Operation” & 800 “Support Services”

701 Fiscal Management Goals

702 Annual Budget 702.01 Fiscal Year, 702.02 Budget Planning, Preparation and Schedules, and 702.03 Budget Adoption Process

703 Management of Capital Reserves

704 Accounting System

704.01 Deposits and Transfers, 704.02 Financial Records, 704.03 Inventories, 704.04 Audits, and 704.05 Not Used

705 Revenue

705.01 Local, State, Federal or Miscellaneous Revenue, 705.02 Usage Fees, Admissions and Royalties, 705.03 Free Admissions Passes, and 705.04 Gifts, Grants and Bequests

706 Expenditure

706.01 Purchasing Procedures, 706.02 Petty Cash, 706.03 Bidding Procedures, 706.04 Vendor Relations, 706.05 Not Used, and 706.06 Payment for Goods and Services

707 Payroll

707.01 Payroll Procedures, 707.02 Salary Deductions, 707.03 Expense Authorization and Reimbursement

708 Employee Benefits Administration

708.01 Insurance Program

709 Cash in School Buildings

710 Disposition of School Property

801 Transportation

801.01 Student Transportation, 801.02 Special Education Student Transportation, 801.03 Bus Scheduling and Routing, 801.04 Bus Safety Program, 801.05 Bus Driver Supervision, 801.07 Summer School Program Transportation Service, 801.08 Transportation of Nonresident and Nonpublic School Students, 801.09 Transportation of Non-school Groups, 801.10 Transportation in Inclement Weather, 801.11 School-Owned Vehicles, 801.12 Student Transportation in Private Vehicles, 801.13 Use of Private Vehicles on School Business, 801.14 Transportation Records, and 801.15 Use of Video Cameras on School Buses

802 School Food Services

802.01 School Food Program, 802.02 Food Service Prices, 802.03 Collection of Money and Food Tickets, 802.04 Food Service Records and Reports, 802.05 Free or Reduced Cost Meals Eligibility, and 802.06 Vending Machines

803 Office Services

803.01 Photocopying Services, 803.02 Mail and Delivery Service, 803.03 Telephone Service, 803.04 FAX Service

804 Data Management

804.01 Computer Security, 804.02 Data or Records Retention, and 804.03 Email Retention

805 Risk Management

805.01 Insurance

Policies 705.03 "Free Admission Passes" and 801.01 "Student Transportation" were REVISED to reflect current practices.

Motioned by Tyson Cox, Seconded by Jeff Martindale. Passed 6-0

- b. Review, consider, and take all necessary action to approve the resolution for the 02/01/2020 403(b) Plan.

Motioned by Michelle Milleson, Seconded by Steve Bass – passed 6-0

- c. Review, consider, and take all necessary action to approve the 2020 "Resolution to Borrow Money," to obtain financing from Western Nebraska Bank, if needed.

Motioned by Tyson Cox, Seconded by Jeff Martindale – passed 6-0

- d. Review, consider, and take all necessary action to approve the Master Contract for the certified staff as negotiated for the 2020-21 School Year.

Motioned by Michelle Milleson, seconded by Reed Larsen– Passed 6-0

- e. **Meeting Adjourned at 8:12 p.m.**

Official Meeting Notice:

The next regular board meeting will be at the Sandhills Public Schools on March 9, 2020 at 7:00 p.m. The meeting will be held in the high school lecture hall and is open to the public. An agenda for the meeting will be kept continually current and available to the public for inspection in the Superintendent's Office during regular business hours with reasonable notice.

Respectfully Submitted,

J.D. Furrow (Recording Secretary)

Board Report - Board

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	GENERAL FUND	
Absolute Plumbing	20200205	Plumbing repairs	822.40
Total Absolute Plumbing			822.40
Ace Hardware	20200128	Supplies	62.16
Total Ace Hardware			62.16
Cash-Wa Distributing	20200205	January Charges	53.90
Total Cash-Wa Distributing			53.90
CCT Real Estate LLC	20200128	Weight Room Rent	200.00
Total CCT Real Estate LLC			200.00
Consolidated Telephone	20200128	January Charges	456.85
Total Consolidated Telephone			456.85
Corporate Payment Systems	20200204	January Charges	2,459.97
Total Corporate Payment Systems			2,459.97
Custer County Chief	20200128	Publication	141.44
Custer County Chief	20200205	annual subscription	44.00
Total Custer County Chief			185.44
Custer Public Power District	20200128	January Use	3,188.11
Total Custer Public Power District			3,188.11
DAS State Accounting - Central Finance	20200128		551.24
Total DAS State Accounting - Central Finance			551.24
Dunning Water	20200205	January use	349.00
Total Dunning Water			349.00
Engineered Controls	20200205	HVAC service call	1,072.50
Total Engineered Controls			1,072.50
ESU 10	20200205	January Charges	546.88
Total ESU 10			546.88
Flinn Scientific Inc.	20200128	science supplies	32.05
Total Flinn Scientific Inc.			32.05
Graphic Edge, The	20200128	Staff Shirts	149.43
Total Graphic Edge, The			149.43
Grocery Kart	20200128	Inservice	144.27
Grocery Kart	20200205	training lunch	144.27
Total Grocery Kart			288.54
Hometown Leasing	20200128	Lease	677.20
Total Hometown Leasing			677.20
Houghton Mifflin Harcourt	20200128	1st grade books	62.75
Total Houghton Mifflin Harcourt			62.75

Kittle's Muslc	20200205	music supplies	312.00
Total Kittle's Music			312.00
MARC	20200128	Custodial Supplies	658.00
Total MARC			658.00
Mark's	20200205	plumbing parts	168.88
Total Mark's			168.88
MCI	20200128	January Charges	48.12
Total MCI			48.12
Mid Plains Community College	20200205	College Tuition	330.00
Total Mid Plains Community College			330.00
N A S B	20200205	Annual Membership	2,866.00
N A S B	20200205-0001	Legislative Conference	640.00
Total N A S B			3,506.00
NASB ALICAP	20200205	Allcap contribution	743.00
Total NASB ALICAP			743.00
NE State Fire Marshal/Boiler Division	20200205	boiler inspection	75.00
Total NE State Fire Marshal/Boiler Division			75.00
Nebraska Life Magazine	20200128	Annual Subscription	24.00
Total Nebraska Life Magazine			24.00
Nebraska Public Health Environmental Laborato	20200128	Well Testing	237.00
Total Nebraska Public Health Environmental Laborato			237.00
NIBC,	20200128	Rental	85.00
Total NIBC,			85.00
Norms Auto	20200205	January Charges	4,191.66
Total Norms Auto			4,191.66
Oper Reimb	20200128	Notary Renewal	30.00
Total Oper Reimb			30.00
Presto X Company	20200128	Pest Control	165.00
Total Presto X Company			165.00
Quill	20200128	Office Supplies	60.99
Total Quill			60.99
Retirment Plan Consultants LLC	20200128	403B Plan Renewal	250.00
Total Retirment Plan Consultants LLC			250.00
Rooney, Nathan	20200128	1st Semester Mileage	406.64
Total Rooney, Nathan			406.64

Sandhills Public Schools
02/05/2020 01:28 PM
Vendor Name

Board Report - Board
Unposted; Batch Description February2020-0001; Fund Number 01

Page: 3
User ID: EAC
Amount

Sandhill Oil Company	20200128	Repair work	198.90
Total Sandhill Oil Company			<u>198.90</u>
Steak Masters	20200205	Beef to School Processing	625.40
Total Steak Masters			<u>625.40</u>
US. Foods	20200205	January Charges	178.96
Total US. Foods			<u>178.96</u>
Village of Thedford	20200128	Trash	145.00
Total Village of Thedford			<u>145.00</u>
Wards Science	20200128	science supplies	40.17
Total Wards Science			<u>40.17</u>
Wenquist	20200128	Center Flow	124.95
Total Wenquist			<u>124.95</u>
Fund Number 01			<u>23,763.09</u>
Checking Account ID 1			<u>23,763.09</u>

Receipt Number	Received From	GENERAL FUND	Receipt Date	Cash Receipt Description	Chart of Account Number	Detail Description	Amount
	BLAINECOUN Blaine County	01	01/15/2020	taxes	01 1100	Local District Taxes	160,077.62
	LOGANCOUNT Logan County	01	01/15/2020	taxes	01 1100	Local District Taxes	7,423.26
	THOMASCOUN Thomas County	01	01/15/2020	taxes	01 1100	Local District Taxes	45,569.65
	BROWNCOUNT Brown County	01	01/30/2020	taxes	01 1100	Local District Taxes	21,470.37
	LOUPCOUNTY Loup County	01	01/29/2020	taxes	01 1100	Local District Taxes	8,730.53
					Account Number Total: 01 1100	Local District Taxes	243,271.43
	BLAINECOUN Blaine County	01	01/15/2020	taxes	01 1125	MOTOR VEHICLE TAX	2,822.17
	THOMASCOUN Thomas County	01	01/15/2020	taxes	01 1125	MOTOR VEHICLE TAX	760.40
					Account Number Total: 01 1125	MOTOR VEHICLE TAX	3,582.57
	MIDPLAINSC Mid-Plains Community College	01	01/15/2020	English Class	01 1315	TUITION REC FROM ED ENTITIES (DISTANCE)	660.00
					Account Number Total: 01 1315	TUITION REC FROM ED ENTITIES (DISTANCE)	660.00
	WESTERNNEB Western Nebraska Bank	01	01/31/2020	Interest	01 1510	INTEREST	164.57
					Account Number Total: 01 1510	INTEREST	164.57
	LOUPTOLOUP Loup to Loup	01	01/29/2020	Beef to School Processing	01 1990	OTHER LOCAL RECEIPTS	750.00
	SWISHER3 Swisher Jim and Karen	01	01/29/2020	Beef to School Processing	01 1990	OTHER LOCAL RECEIPTS	300.00
					Account Number Total: 01 1990	OTHER LOCAL RECEIPTS	1,050.00
	BLAINECOUN Blaine County	01	01/15/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	640.44
	CUSTERCOUN Custer County	01	01/15/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	9.90
	CUSTERCOUN Custer County	01	01/15/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	11.45
	LOGANCOUNT Logan County	01	01/15/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	107.93
	THOMASCOUN Thomas County	01	01/15/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	249.99
	BROWNCOUNT Brown County	01	01/30/2020	taxes	01 2110	COUNTY FINES/LICENSE FEES	38.77
					Account Number Total: 01 2110	COUNTY FINES/LICENSE FEES	1,058.48
ESU101 ESU 10			01/29/2020	Title Workshop	01 2210	ESU RECEIPTS	500.00

Receipt Number	Received From	Receipt Date	Cash Receipt Description	Chart of Account Number	Detail Description	Amount
Account Number Total: 01 2210						
01 3110	STATEOFNEB State of Nebraska	01/31/2020	State Aid	01 3110	ESU RECEIPTS	500.00
Account Number Total: 01 3110						
01 3120	STATEOFNEB State of Nebraska	01/22/2020	SPED	01 3120	State Aid	8,652.00
Account Number Total: 01 3120						
01 3180	BLAINECOUNTY Blaine County	01/15/2020	taxes	01 3180	Special Ed Programs	13,273.00
Account Number Total: 01 3180						
01 3180	CUSTERCOUNTY Custer County	01/15/2020	taxes	01 3180	Pro-rate Motor Vehicle	219.23
Account Number Total: 01 3180						
01 3180	THOMASCOUNTY Thomas County	01/15/2020	taxes	01 3180	Pro-rate Motor Vehicle	22.03
Account Number Total: 01 3180						
01 3180	BROWNCOUNTY Brown County	01/30/2020	taxes	01 3180	Pro-rate Motor Vehicle	37.41
Account Number Total: 01 3180						
01 3180	LOUPCOUNTY Loup County	01/29/2020	taxes	01 3180	Pro-rate Motor Vehicle	14.63
Account Number Total: 01 3180						
01 3180	LOUPCOUNTY Loup County	01/29/2020	taxes	01 3180	Pro-rate Motor Vehicle	18.07
Account Number Total: 01 3180						
01 4512	STATEOFNEB State of Nebraska	01/28/2020	IDEA	01 4512	Pro-rate Motor Vehicle	311.37
Account Number Total: 01 4512						
01 4512	STATEOFNEB State of Nebraska	01/28/2020	IDEA	01 4512	IDEA Part B Base Allocation	8,253.00
Account Number Total: 01 4512						
Fund Total: 01						
						280,776.42

Summary Totals

Account Type	Cash Accounts	Receivable Accounts
Subtotal Revenue	01 101	
Subtotal Expense		
Subtotal General Ledger		
Total:	280,776.42	280,776.42

District Financial Statement

January 31, 2020
Financial Statement

		General	Lunch	Operational	Building	Activity
Beginning Balance	1/1/2020	\$389,524.91	\$17,912.66	\$5,937.00	\$182,145.87	\$41,705.86
Revenue Received		\$280,776.42	\$5,562.59	\$50,940.50	\$3,209.15	\$7,080.02
Expenditures		\$201,651.98	\$7,345.52	\$30,061.34		\$11,102.44
Ending Balance	1/31/2020	\$468,649.35	\$16,129.73	\$26,816.16	\$185,355.02	\$37,683.44

	1/1/2020	OCPUF	Depriciation Fund
Beginning Balance		\$68,905.69	\$86,332.98
Revenue Received		\$5,189.29	\$29.33
Expenditures			
Ending Balance	1/31/2020	\$74,094.98	\$86,362.31

	1/31/2020	CD #0114	CD #9867
Ending Balance		\$111,305.80	\$104,283.53

SANDHILLS PUBLIC SCHOOLS

Comparison Report 2019/2020

GENERAL FUND DISBURSEMENT

MONTH	<u>2018-2019</u>	<u>2019/2020</u>	<u>DIFFERENCE</u>
SEPTEMBER	\$275,556.18	\$328,537.57	\$52,981.39
OCTOBER	\$238,495.16	\$252,827.78	\$14,332.62
NOVEMBER	\$201,948.41	\$225,246.03	\$23,297.62
DECEMBER	\$194,300.71	\$205,505.83	\$11,205.12
JANUARY	\$207,643.82	\$205,464.95	-\$2,178.87
FEBRUARY	\$190,995.65	\$196,847.52	\$5,851.87
MARCH	\$196,395.48		
APRIL	\$195,445.33		
MAY	\$201,679.86		
JUNE	\$198,188.25		
JULY	\$180,992.05		
AUGUST	\$228,389.80		
TOTALS	\$2,510,030.70		\$105,489.75

GENERAL FUND RECEIPTS

MONTH	<u>2018-2019</u>	<u>2019/2020</u>	<u>DIFFERENCE</u>
SEPTEMBER	\$547,097.88	\$540,183.81	-\$6,914.07
OCTOBER	\$201,552.62	\$215,496.50	\$13,943.88
NOVEMBER	\$95,363.27	\$47,994.36	-\$47,368.91
DECEMBER	\$38,282.09	\$52,842.52	\$14,560.43
JANUARY	\$402,678.13	\$280,776.42	-\$121,901.71
FEBRUARY	\$208,402.88		
MARCH	\$47,545.21		
APRIL	\$46,141.36		
MAY	\$620,597.14		
JUNE	\$274,326.26		
JULY	\$43,418.30		
AUGUST	\$30,718.85		
TOTALS	\$2,556,123.99	\$1,137,293.61	-\$147,680.38