

SANDHILLS PUBLIC SCHOOLS
Regular August Board of Education Meeting Minutes
Monday August 12, 2024
7:00 p.m.
Sandhills High School Lecture Hall

Regular August 2024 Board Meeting

1. **Call to order:** The regular monthly meeting of the Sandhills Public Schools Board of Education was called to order on August 12 at 7:01p.m. in the Sandhills High School Lecture Hall by President Tedd Teahon.
2. **Mission Statement** - "The mission of Sandhills Public Schools is to provide quality education in a safe, respectful, equitable and inclusive learning environment to develop productive citizens for an ever-changing global society."
3. **Nebraska Open Meetings Law** - Posted in meeting room
4. **Publication of Meetings**
 - a. Per Policy 204.07-reasonable advanced notification was made of the meeting. Verification of Publication on minutes in the Thomas County Herald, and Custer County Chief July 8th, 2024 Regular Board Meeting Minutes, August 12th, 2024 Notice of Regular Board Meeting
5. **Roll Call** -All Board Members Present. Tedd Teahon, present; Jeff Martindale, present; Michelle Milleson, present, Rory Zutavern, present; Tyson Cox, present; Reed Larsen, present. Also present were Superintendent Jamie Isom and Principal Patrick Recoy. There were two members of the public in attendance.
6. **Pledge of Allegiance** was recited by the Board and others in attendance.
7. **Approval of Agenda**
8. **Public Comment** – The Board sets aside time to hear comments or concerns from patrons. There were no requests to address the board.
9. **Consent Agenda**
 - b. Approve the minutes of the July 8th, 2024 regular board meeting.
 - c. Approve the Financial Report
 - d. Approve the payment of bills

Motion to approve the consent agenda was made by Tyson Cox, seconded by Rory Zutavern. Voting Aye: Larsen, Cox, Martindale, Milleson, Zutavern, and Teahon. Voting Nay – none. Motion passed.

Administrative Reports

Mr. Trospen reported on fall schedules for games, activities and practices. The new shot clock and backboards have been installed and are ready to use in the high school gym. Parent meetings and Gatorade scrimmage will be August 23.

Mr. Recoy reported on beginning of the school year activities and that staff have done a tremendous job of getting the facilities ready for a new year. Dr. Isom and Mr. Recoy attended NCSA Administrator Days in Kearney. Planning for the new school improvement cycle was done along with attending several other sessions. Engineered Controls have completed the security system for doors on the activity building and security cameras have been serviced.

Dr. Isom shared news that Rory Zutavern and Reed Larsen have both earned NASB Awards of Achievement. Plans were made for attending the NASB Fall Membership meeting in Valentine on August 22.

Discussion Items:

The Board participated in an online demonstration of Apptegy, a service to build and host the district website, postings to social media platforms, and patron notifications.

The Sandhills-Thedford Athletic Cooperative Handbook for 2024-2025 has been revised, reflecting change in structure of administration and updating the table of contents.

The Board discussed the purchase of a 2009 MCI Motor Coach bus and possibility of trade of the 2009 Blue Bird and/or 1998 MCI Motorcoach

Administration updated the board on progress in the activity building. A pressure tank is needed so that toilets can flush as they should. Cabinetry is being installed in the concession area. HVAC is now operational. Some work has been done to complete doors in the building, but not done yet. The fire marshal has not yet visited.

Administration discussed the idea of the addition of garage type door to Crow's Nest building to allow for storage of track equipment and mats and pole vault equipment.

Sandhills is scheduled to host the conference one act competition. Additional and updated lighting is needed for the stage. Early estimates for the updates would be under \$5,000.

The Emergency Management Plan for 2024-2025 has been updated and will be distributed to appropriate agencies.

Dr. Isom suggested holding a special meeting for the purpose of a budget work-session relating to the 2024-2025 budget. She stated that consideration should be given to requesting the addition 7% tax amount, although it may or may not be needed or used. A special meeting for the purpose of a budget work-session relating to 2024-2025 budget will be scheduled for August 20, 2024 at 7:00 p.m. to be held in the lecture hall at Sandhills High School. Meeting notices will be posted.

Policy Update suggested by the NASB Policy Service include the first reading Policy 504.24 Title IX – replacement and deletion of current policy 404.12. The final reading of the Student Fees Policy 504.19 is also planned for this meeting.

Approval of a stipend for Activities Director and Transportation Director for the 2024-2025 school year was discussed.

Evaluation of Superintendent during the first year of employment is to take place at least twice. Dr. Isom locate the current evaluation instrument with the first evaluation typically taking place in November.

Further consideration of SPARQ board management software will be explored further in the coming months.

The community college has revised their payment options and plans so the district needs to revise their processes to align with these updates. And, also to reflect this in the 2024-2025 student handbook.

Action Items

- A. Consider and approve use of Apptegy as provider for district website and management of social media

Motion to approve proposal from Apptegy for district website and management of social media with pro-rated payment to continue to existing staff until the new website and social media is operational made by Tyson Cox, seconded by Michelle Milleson. Voting aye: Larsen, Cox, Martindale, Milleson, Zutavern, and Teahon. Voting nay – none. Motion passed.

- B. Review, consider, and take all necessary action to approve purchase of 2009 MCI coach bus from Coach master's Transportation in the amount \$134,500.00 with trades of 2009 Bluebird and 1998 MCI Motor Coach

Motion to approve purchase of 2009 MCI Coach Bus from Coach master's Transportation in the amount of \$134,500.00 with trade of 2009 Bluebird and 1998 MCI Motor Coach made by Reed Larsen, seconded by Jeff Martindale. Voting aye: Larsen, Cox, Martindale, Milleson, Zutavern, and Teahon. Voting nay – none. Motion passed.

- C. Approve Activity Handbook for Sandhills Thedford Coop

Motion to approve revised Sandhills Thedford Activity Handbook for 2024-2025 made by Michelle Milleson, seconded by Rory Zutavern. Voting aye: Larsen, Cox, Martindale, Milleson, Zutavern, and Teahon. Voting nay – none. Motion passed.

- D. Review and award Propane and Fuel bids for 2024-2025.

Motion to approve Propane and Fuel Bids for 2024-2025 from Sandhill Oil for \$1.249 pre-paid for 25,000 gallons and \$1.349 for gallons beyond the original prepaid 25,000 and Fuels for #1 Diesel at \$3.399, #2 Diesel at \$3.099 plus state tax of \$0.296 and gasoline for \$3.059 plus \$0.296 state tax made by Jeff Martindale, seconded by Michelle Milson. Voting Aye: Larsen, Cox, Martindale, Milleson, Zutavern, and Teahon. Voting nay – none. Motion passed.

- E. Approve updated Emergency Operations Plan for 2024-2025

No action taken for lack of a motion. Corrections will be made as needed and will be revisited at the next regular board meeting.

- F. Consider and approve stipend of \$6,000 for Activities Director and \$3,500 for Transportation Director

Motion made to approve stipend of \$6,000 for Activities Director and \$3,500 for Transportation Director be paid to acting Activities Director and Transportation Director Jake Trosper for the 2024-2025 school year made by Tyson Cox, seconded by Jeff Martindale. Voting aye: Zutavern, Milleson, Martindale, Larsen, Cox, and Teahon. Motion passed.

- G. Consider and gather bids for installation garage type door on the lower level of the crow's nest building if project is no more than \$5,500

Motion made by Reed Larsen to proceed with installation of an overhead door in the lower level of the crow's nest structure for storage of mats and pole vault equipment, seconded by Rory Zutavern. Voting aye: Milleson, Martindale, Cox, Larsen, Zutavern, and Teahon. Motion passed.

H. Approve first reading of Board Policy 504.24 Title IX and delete Policy 404.12

Motion made by Michelle Milleson to approve the first reading of Board Policy 504.24 Title IX and delete Policy 404.12, seconded by Rory Zutavern. Voting aye: Milleson, Martindale, Cox, Larsen, Zutavern, and Teahon. Motion passed.

I. Final reading of Policies 504.19 Student Fees

Motion made by Rory Zutavern to approve final reading of Board Policy 504.19, seconded by Jeff Martindale. Voting aye: Milleson, Martindale, Cox, Larsen, Zutavern, and Teahon. Motion passed.

J. Approve revised Online and/or College Course Guidelines

Motion made by Jeff Martindale to revise the student handbook to include updated and revised Online and/or College Course Guidelines, seconded by Reed Larsen. Voting aye: Milleson, Martindale, Cox, Larsen, Zutavern, and Teahon. Motion passed.

Adjourn – Meeting was adjourned at 9:30 p.m. by President Teahon.

Official Meetings Notice: The next regular board meeting will be held in the high school lecture hall at Dunning, NE and will begin at 7:00 p.m. September 9th, 2024. The meeting will be open to the public and agendas are kept continually current and available for public inspection in the Superintendent's office during regular business hours with reasonable notice.

Budget Work session Notice: The Board of Education of Sandhills Public Schools will hold a special board meeting Tuesday, August 20, 2024 at 7:00 p.m. for the purpose of a budget work session relating to the 2024-2025 school district budget. This and all meetings are open to the public. The agenda for this meeting is available for public inspection in the Superintendent's office during regular business hours with reasonable notice.

08/15/2024 09:48 AM

User ID: JJS

| Vendor Name | Invoice Number | Description | Amount |
|--|----------------|-------------------------------|------------------|
| Checking Account ID 1 | Fund Number 01 | GENERAL FUND | |
| Acco Brands | 20240805 | Custodial Supplies | 184.72 |
| Total Acco Brands | | | <u>184.72</u> |
| Ace Hardware | 20240802 | Custodian Supplies/Weed Eater | 642.11 |
| Total Ace Hardware | | | <u>642.11</u> |
| AllTeam Sportswear | 20240806 | Wall Padding New Gym | 9,905.00 |
| Total AllTeam Sportswear | | | <u>9,905.00</u> |
| Amplify Education, Inc | 20240802 | Teaching Supplies | 1,149.51 |
| Total Amplify Education, Inc | | | <u>1,149.51</u> |
| Ann Collier | 20240805 | Insurance Reimbursement | 1,900.00 |
| Total Ann Collier | | | <u>1,900.00</u> |
| Apple Financial Services | 20240806 | K-6 Computer Lease | 11,579.31 |
| Total Apple Financial Services | | | <u>11,579.31</u> |
| BSN Sports | 20240806 | Elementary teaching supplies | 28.96 |
| Total BSN Sports | | | <u>28.96</u> |
| Cash-Wa Distributing | 20240805 | | 101.60 |
| Total Cash-Wa Distributing | | | <u>101.60</u> |
| COMPanion Corporation | 20240802 | Library Supplies | 2,866.00 |
| Total COMPanion Corporation | | | <u>2,866.00</u> |
| Consolidated Telephone | 20240723 | Telephone services | 477.91 |
| Total Consolidated Telephone | | | <u>477.91</u> |
| Corporate Payment Systems | 20240805 | Credit Card Charges | 1,069.52 |
| Total Corporate Payment Systems | | | <u>1,069.52</u> |
| Creative Printers, INC | 20240715 | Advertising | 205.36 |
| Creative Printers, INC | 20240805 | Minutes Newspaper | 206.32 |
| Total Creative Printers, INC | | | <u>411.68</u> |
| Custer County Chief | 20240802 | Stamp Elementary Supplies | 29.25 |
| Total Custer County Chief | | | <u>29.25</u> |
| Custer Public Power District | 20240723 | Utilities | 3,699.70 |
| Total Custer Public Power District | | | <u>3,699.70</u> |
| DAS State Accounting - Central Finance | 20240802 | Internet | 384.04 |
| Total DAS State Accounting - Central Finance | | | <u>384.04</u> |
| Dunning Water | 20240805 | Water & Sewer | 349.00 |
| Total Dunning Water | | | <u>349.00</u> |
| Eakes Office Solutions | 20240723 | Meter Reading | 515.31 |
| Total Eakes Office Solutions | | | <u>515.31</u> |

| Vendor Name | Invoice Number | Description | Amount |
|---|----------------|------------------------------------|------------------|
| ESU 10 | 20240715 | Services | 5,934.57 |
| ESU 10 | 20240715-0001 | Employee Training/computer repairs | 735.00 |
| ESU 10 | 20240806 | Admin Workshop | 40.00 |
| Total ESU 10 | | | <u>6,709.57</u> |
| ESU Coordinating Council | 20240723 | Encyclopedia online | 55.80 |
| Total ESU Coordinating Council | | | <u>55.80</u> |
| Flatwater Sales Inc | 20240805 | Grounds supplies sprinkler | 126.67 |
| Total Flatwater Sales Inc | | | <u>126.67</u> |
| HD Supply Formerly Home Depot Pro | 20240805 | Custodial supplies - rugs | 1,069.92 |
| Total HD Supply Formerly Home Depot Pro | | | <u>1,069.92</u> |
| Hometown Leasing | 20240805 | Copiers Rental May-August | 2,129.12 |
| Total Hometown Leasing | | | <u>2,129.12</u> |
| Innovative Office Solutions LLC | 20240723 | Supplies | 261.86 |
| Innovative Office Solutions LLC | 20240805 | Elementary Teaching Supplies | 213.19 |
| Innovative Office Solutions LLC | 20240806 | Chairs | 518.20 |
| Total Innovative Office Solutions LLC | | | <u>993.25</u> |
| JE Water, LLC | 20240805 | Sprinkler well repair elementary | 484.84 |
| Total JE Water, LLC | | | <u>484.84</u> |
| Johnson Fitness & Wellness | 20240806 | Weight Room Equipment | 19,099.18 |
| Total Johnson Fitness & Wellness | | | <u>19,099.18</u> |
| JourneyEd.com, Inc. | 20240802 | Annual License | 500.00 |
| Total JourneyEd.com, Inc. | | | <u>500.00</u> |
| Julie Teahon | 20240805 | Conference | 500.00 |
| Total Julie Teahon | | | <u>500.00</u> |
| Lakeshore Learning Materials | 20240805 | Elementary Teaching Supplies | 22.77 |
| Total Lakeshore Learning Materials | | | <u>22.77</u> |
| LaQuinta | 20240805 | Employee Training | 134.95 |
| Total LaQuinta | | | <u>134.95</u> |
| Lawson Products, Inc | 20240805 | Custodial Supplies | 7.78 |
| Total Lawson Products, Inc | | | <u>7.78</u> |
| Matheson Tri- Gas Inc | 20240715 | Ag Shop | 90.16 |
| Total Matheson Tri- Gas Inc | | | <u>90.16</u> |
| McGraw-Hill | 20240806 | Teaching Materials | 460.52 |
| Total McGraw-Hill | | | <u>460.52</u> |
| MCI | 20240802 | Telephone | 54.70 |
| Total MCI | | | <u>54.70</u> |

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| Vendor Name | Invoice Number | Description | Amount |
|---|----------------|------------------------------|------------------|
| Melchior Contracting Inc | 20240805 | Gym Floors Refinish | 5,479.20 |
| Total Melchior Contracting Inc | | | <u>5,479.20</u> |
| Midwest Technology Products | 20240805 | Custodial Supplies | 105.30 |
| Total Midwest Technology Products | | | <u>105.30</u> |
| My Central Supply | 20240802 | Teaching Supplies | 7.92 |
| My Central Supply | 20240805 | Supplies | 60.34 |
| Total My Central Supply | | | <u>68.26</u> |
| NASB ALICAP | 20240805 | Insurance | 78,966.00 |
| Total NASB ALICAP | | | <u>78,966.00</u> |
| National Art & School Supplies Inc. | 20240802 | Teaching Supplies | 691.47 |
| Total National Art & School Supplies Inc. | | | <u>691.47</u> |
| Nebraska Council of School Administrators | 20240805 | Admin Training | 22.00 |
| Total Nebraska Council of School Administrators | | | <u>22.00</u> |
| Nebraska Public Health Environmental Laborato | 20240805 | Water test | 15.00 |
| Total Nebraska Public Health Environmental Laborato | | | <u>15.00</u> |
| Nebraska Rural Comm Schools Assn | 20240715 | Membership dues | 850.00 |
| Total Nebraska Rural Comm Schools Assn | | | <u>850.00</u> |
| Nebraskaland Chiropractic, LLC | 20240715 | Physical | 130.00 |
| Total Nebraskaland Chiropractic, LLC | | | <u>130.00</u> |
| NIBC, | 20240806 | Ice Machine | 275.00 |
| Total NIBC, | | | <u>275.00</u> |
| Norms Auto | 20240718 | Vehicle Maintence | 2,297.03 |
| Total Norms Auto | | | <u>2,297.03</u> |
| Presto X Company | 20240802 | Pest Control | 231.79 |
| Total Presto X Company | | | <u>231.79</u> |
| Pyramid School Products | 20240806 | Office Supplies | 176.44 |
| Total Pyramid School Products | | | <u>176.44</u> |
| Quill | 20240805 | Elementary Supplies | 196.21 |
| Total Quill | | | <u>196.21</u> |
| Really Good Stuff | 20240805 | Elementary Teaching Supplies | 293.88 |
| Total Really Good Stuff | | | <u>293.88</u> |
| S & S Worldwide Services, INC | 20240805 | Teaching Supplies Elementary | 490.88 |
| Total S & S Worldwide Services, INC | | | <u>490.88</u> |
| Sandhill Oil Company | 20240802 | Fuel/propane | 7,819.62 |
| Total Sandhill Oil Company | | | <u>7,819.62</u> |

| Vendor Name | Invoice Number | Description | Amount |
|-------------------------------------|----------------|------------------------------|-----------------|
| Scholastic Inc | 20240805 | Teaching Supplies | 272.14 |
| Total Scholastic Inc | | | <u>272.14</u> |
| School Health | 20240723 | Spring orders | 4.92 |
| Total School Health | | | <u>4.92</u> |
| School Specialty, Inc. | 20240715 | 5th Grade Shelves | 2,067.32 |
| School Specialty, Inc. | 20240723 | Office supplies | 62.38 |
| School Specialty, Inc. | 20240806 | Lockers 5th Grade Room | 2,980.68 |
| Total School Specialty, Inc. | | | <u>5,110.38</u> |
| Sherwin-Williams Company, The | 20240806 | Football Field Paint | 877.50 |
| Total Sherwin-Williams Company, The | | | <u>877.50</u> |
| Spur, The | 20240806 | Fuel | 140.30 |
| Total Spur, The | | | <u>140.30</u> |
| Staples | 20240805 | Elementary Teaching Supplies | 20.95 |
| Total Staples | | | <u>20.95</u> |
| Studies Weekly | 20240802 | Teaching Supplies Elementary | 101.58 |
| Total Studies Weekly | | | <u>101.58</u> |
| Sutton, Connor | 20240802 | Detailing | 994.60 |
| Total Sutton, Connor | | | <u>994.60</u> |
| Teacher Synergy LLC | 20240805 | Licenses | 3,275.00 |
| Total Teacher Synergy LLC | | | <u>3,275.00</u> |
| Teaching Strategies | 20240802 | Renewal | 13.00 |
| Total Teaching Strategies | | | <u>13.00</u> |
| Test Out | 20240805 | Teaching Supplies | 495.00 |
| Total Test Out | | | <u>495.00</u> |
| Theford Lumber and Supply | 20240805 | Storm Door Elementary | 326.38 |
| Total Theford Lumber and Supply | | | <u>326.38</u> |
| Thompson, Danielle | 20240802 | Mileage Reimbursement | 201.00 |
| Total Thompson, Danielle | | | <u>201.00</u> |
| TIME USA LLC | 20240805 | Library | 26.38 |
| Total TIME USA LLC | | | <u>26.38</u> |
| Today's Classroom LLC | 20240723 | Guidance teacher desk | 937.17 |
| Total Today's Classroom LLC | | | <u>937.17</u> |
| Trish Rodocker | 20240805 | Conference Reimbursement | 500.00 |
| Total Trish Rodocker | | | <u>500.00</u> |
| Waldinger Corporation, The | 20240723 | HVAC April & July & Aug | 3,028.50 |
| Total Waldinger Corporation, The | | | <u>3,028.50</u> |

Board Report - Board

Invoice Number

Description

Amount

182,165.73

182,165.73

Cash Receipt Listing by Fund

Fund: 01 GENERAL FUND

| Receipt Number | Received From | Receipt Date | Cash Receipt Description | Chart of Account Number | Detail Description | Amount |
|----------------|-----------------------------------|--------------|--------------------------|-------------------------------|---------------------------|-----------|
| | THOMASCOUN Thomas County Treasure | 07/11/2024 | Taxes | 01 1100 | LOCAL DISTRICT TAXES | 842.67 |
| | CUSTERCOUN Custer County Treasure | 07/15/2024 | Taxes | 01 1100 | LOCAL DISTRICT TAXES | 188.32 |
| | BLAINECOUN Blaine County Treasure | 07/08/2024 | Taxes | 01 1100 | LOCAL DISTRICT TAXES | 25,666.35 |
| | | | | Account Number Total: 01 1100 | LOCAL DISTRICT TAXES | 26,697.34 |
| | THOMASCOUN Thomas County Treasure | 07/11/2024 | Taxes | 01 1125 | MOTOR VEHICLE TAX | 2,007.21 |
| | BLAINECOUN Blaine County Treasure | 07/08/2024 | Taxes | 01 1125 | MOTOR VEHICLE TAX | 2,224.15 |
| | | | | Account Number Total: 01 1125 | MOTOR VEHICLE TAX | 4,231.36 |
| | WESTERNNEB Western Nebraska Bank | 07/31/2024 | interest | 01 1510 | INTEREST | 383.38 |
| | CUSTERCOUN Custer County Treasure | 07/15/2024 | Taxes | 01 1911 | LOCAL LICENSE FEES | 0.02 |
| | CUSTERCOUN Custer County Treasure | 07/15/2024 | Taxes | 01 1921 | POLICE COURT FINES | 6.43 |
| | APPLEINC Apple Inc | 07/30/2024 | Refund for overpayment | 01 1990 | OTHER LOCAL RECEIPTS | 848.00 |
| | | | | Account Number Total: 01 1990 | OTHER LOCAL RECEIPTS | 848.00 |
| | THOMASCOUN Thomas County Treasure | 07/11/2024 | Taxes | 01 2110 | COUNTY FINES/LICENSE FEES | 89.48 |
| | BLAINECOUN Blaine County Treasure | 07/08/2024 | Taxes | 01 2110 | COUNTY FINES/LICENSE FEES | 542.76 |
| | | | | Account Number Total: 01 2110 | COUNTY FINES/LICENSE FEES | 632.24 |
| | THOMASCOUN Thomas County Treasure | 07/11/2024 | Taxes | 01 3130 | HOMESTEAD EXEMPTION | 321.50 |
| | BLAINECOUN Blaine County Treasure | 07/08/2024 | Taxes | 01 3130 | HOMESTEAD EXEMPTION | 567.35 |
| | | | | Account Number Total: 01 3130 | HOMESTEAD EXEMPTION | 888.85 |
| | THOMASCOUN Thomas County Treasure | 07/11/2024 | Taxes | 01 3180 | PRO-RATED MOTOR VEHICLE | 148.24 |
| | CUSTERCOUN Custer County Treasure | 07/15/2024 | Taxes | 01 3180 | PRO-RATED MOTOR VEHICLE | 37.86 |
| | BLAINECOUN Blaine County Treasure | 07/08/2024 | Taxes | 01 3180 | PRO-RATED MOTOR VEHICLE | 672.06 |

Cash Receipt Listing by Fund

Fund: 01 GENERAL FUND

| <u>Receipt Number</u> | <u>Received From</u> | <u>Receipt Date</u> | <u>Cash Receipt Description</u> | <u>Chart of Account Number</u> | <u>Detail Description</u> | <u>Amount</u> |
|-------------------------------|----------------------------------|---------------------|---------------------------------|--------------------------------|---------------------------|---------------|
| 01 | BROWNCOUNT Brown County Treasure | 07/23/2024 | Taxes | 01 3180 | PRO-RATED MOTOR VEHICLE | 50.54 |
| Account Number Total: 01 3180 | | | | | | 908.70 |
| | DIAMONDASS Diamond Assets | 07/30/2024 | Access Computers | 01 5320 | SALE OF PROPERTY | 2,069.00 |
| Account Number Total: 01 5320 | | | | | | 2,069.00 |
| Fund Total: 01 | | | | | | 36,665.32 |

Summary Totals

| <u>Account Type</u> | <u>Cash Accounts</u> |
|-------------------------|----------------------|
| Subtotal Revenue | 01 101 36,665.32 |
| Subtotal Expense | |
| Subtotal General Ledger | Total: 36,665.32 |
| Total: | 36,665.32 |

Receivable Accounts