

**WESTSIDE COMMUNITY SCHOOLS
DISTRICT 66
Board Meeting Minutes – September 19, 2016**

The Board of Education Meeting of School District 66 was convened in open and public session on September 19, 2016 at 5:00 p.m. at the Westside ABC Building, 909 S. 76th Street, Omaha, Nebraska.

Board members present: David Williams, President
 Beth Morrissette, Vice President
 Kris Karnes, Secretary
 Dana Blakely, Treasurer
 Adam Yale, Director

Notice of the meeting was given by placing advance notice on the front page of the District's website no less than 48 hours in advance of the scheduled commencement of the meeting as authorized by Board Policy 1220. Notice for this meeting appeared beginning on September 14, 2016, and appeared continuously up through the start of this board meeting, a copy of which is attached to the official minutes. Notice of this meeting and the availability of the agenda was simultaneously given to all members of the Board of Education and available to anyone at the Board of Education office. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

District Staff in Attendance:

Blane McCann, Molly Hurley.

Others in Attendance*:

*Members of the public are not required to identify themselves to attend. Attendee names appearing in these minutes are those who signed a voluntary sign-in sheet.

Mr. Williams called the meeting to order at 5:00 p.m. Board member roll call was taken and attendance is noted above. Mr. Williams confirmed with Ms. Hurley that public notice had been given of the meeting under the Nebraska Open Meetings Act and that a copy of the Nebraska Open Meetings Act is posted at the meeting, as required by law. He acknowledged that the meeting had been publicly announced and the agenda was available to any interested parties.

Ms. Morrissette made a motion to go into closed session to discuss the Superintendent Evaluation, which is necessary for the prevention of needless injury to the reputation of an individual and is in compliance with law. Mr. Yale seconded. Motion carried. Mr. Williams confirmed at 5:04 p.m. that the board would go into closed session only to discuss the Superintendent evaluation.

At 5:58 p.m., the board adjourned from closed session (motion made by Ms. Blakely and seconded by Mr. Yale) and immediately moved next door for the Property Tax Public Hearing scheduled for 6:00 p.m.

Following the Property Tax Public Hearing, Mr. Williams called the Board of Education Meeting to order at 6:30 p.m. Board member roll call was again taken and attendance is noted above. Mr. Williams welcomed the audience and confirmed with Ms. Hurley that public notice had been given of the meeting under the Nebraska Open Meetings Act and that a copy of the Nebraska Open Meetings Act is posted at the meeting, as required by law. He acknowledged that the meeting had been publicly announced and the agenda was available to any interested parties.

District Staff in Attendance:

Blane McCann, Mark Weichel, Bob Zagozda, Enid Schonewise, Greg Betts, Kami Jessop, Jim Sides, Alan Bone, Alison McGinn, Brandi Petersen, Ruby Larson, Molly Hurley, Jay Opperman, Kim De La Cruz, Laura Iliff, Angie Bergman, Meredith Chambers, Scott Becker, Jordan Rhodes, Ginger Starks-Yoble, Patti Pagel, Cori Mardi, Stephanie Cutler.

Others in Attendance*:

Dave Richardson, Meagan Van Gelder, Alexis Boulos, Brian Monohon, Michael Modra, Doug Krenzer, Dana Barte, Dan Fishburn, Joe Willett.

*Members of the public are not required to identify themselves to attend. Attendee names appearing in these minutes are those who signed a voluntary sign-in sheet.

Approval of Minutes from September 6, 2016

Ms. Morrisette made a motion to approve the minutes from both the Board of Education Public Hearing and Board of Education Meeting held on September 6, 2016, as presented. Ms. Blakely seconded. Motion carried by unanimous roll call vote.

Treasurer's Report

Ms. Blakely presented the treasurer's report for August 2016 with a motion for approval of expenditures in the amount of \$11,935,246. The notable difference in the expenditure increase of \$5 million for August 2016 compared to August 2015 is reflected primarily in the 2015 Construction budget (\$4.5 million). Additional items of note include higher expenditures in Nutrition Services due to high activity in the summer nutrition program; lower revenues in the Enterprise Fund due to the loss of rental space at the West Campus (formerly the CCC); and ending the year under last year's expenditures. Dr. McCann expressed his thanks to staff for the hard work on the budget that has been done over the past few months and that is reflected in the narrowing of the budget gap. Ms. Karnes seconded the motion for approval. Motion carried by unanimous roll call vote. A copy of the August 2016 Financial Statements are attached to the official minutes.

Communications:

Ms. Brandi Petersen, Director of Communications and Engagement, introduced for recognition the Program Director for the Westside Early Childhood Centers (ECC), Ms. Julie Oelke, along with seven of eight of the ECC Site Directors: Joan Crum, Stephanie Cutler, Julie Kathol, Cori Mardi, Carly Matthews, Kaycee Meister and Patti Pagel. Stephanie Humphrey was unable to attend. Ms. Petersen shared that all eight of Westside's Early Childhood Centers with preschool programs are now accredited by the National Association for the Education of Young Children (NAEYC), representing over a third of the 21 total early childhood centers in the Omaha metro area that are accredited by the NAEYC. Achieving NAEYC Accreditation involves four steps, including a validation visit from the NAEYC Academy and often takes a year or more to complete the process, which involves classroom observations and audits of classroom and program portfolios. Westside is extremely proud of the work and dedication of Ms. Oelke and the entire ECC staff.

Ms. Angela Bergman, science teacher at Westside High School, and Ms. Meredith Chambers, fifth grade teacher at Oakdale Elementary, shared about the Nebraska Department of Education (NDE) STEM Fellows Summer Experience that they participated in as recently selected NDE STEM Fellows. Only 27 teachers from around the state were selected to be a part of this inaugural group. Ms. Bergman and Ms.

Chambers demonstrated an activity with Dr. McCann and the Board that related how experiencing a concept or idea is a key factor in STEM education. Part of their Summer Experience was learning how to incorporate STEM into other content areas and how to make cross-curricular connections. Both Ms. Bergman and Ms. Chambers reported that they are much more cognizant about referencing STEM in their daily lessons. Ms. Bergman and Ms. Chambers will share their experience as NDE STEM Fellows and serve as points of contact in the district for STEM and science.

FY17 Budget Approval

Mr. Bob Zagozda, Chief Financial Officer, and Mr. Brian Gabriel, Director of Finance, presented the 2016-2017 budget, requesting approval for total budgeted expenditures in the amount of \$110,738,899. The FY17 budget was initially presented at a Public Hearing at 6:00 p.m. on September 6, 2016, preceding the Board of Education Meeting.

2016-2017 Budgeted Expenditures

General Fund	\$ 71,115,788
Employee Benefit Fund	\$ 840,000
Activities Fund	\$ 1,800,000
Nutrition Services	\$ 5,200,000
Bond Debt Service Fund	\$ 5,800,000
Special Building Fund	\$ 1,484,407
Enterprise Fund	\$ 373,704
Student Fees Fund	\$ 125,000
2015 Phase 1 Construction	<u>\$ 24,000,000</u>

TOTAL **\$110,738,899**

Mr. Yale moved that the Board of Education approve the Nutrition Services Fund for the 2016-2017 fiscal year in the amount of \$5,200,000 calling for a local real property tax need of \$0. Ms. Morrissette seconded. Motion carried by unanimous roll call vote.

Ms. Morrissette moved that the Board of Education approve the Enterprise Fund for the 2016-2017 fiscal year in the amount of \$373,704 calling for a local real property tax need of \$0. Ms. Karnes seconded. Motion carried by unanimous roll call vote.

Ms. Karnes moved that the Board of Education approve the Activities Fund for the 2016-2017 fiscal year in the amount of \$1,800,000 calling for a local real property tax need of \$0. Ms. Blakely seconded. Motion carried by unanimous roll call vote.

Ms. Blakely moved that the Board of Education approve the Student Fees Fund for the 2016-2017 fiscal year in the amount of \$125,000 calling for a local real property tax need of \$0. Mr. Yale seconded. Motion carried by unanimous roll call vote.

Mr. Yale moved that the Board of Education approve the General Operation Fund for the 2016-2017 fiscal year in the amount of \$71,115,788 calling for a local real property tax need of \$6,860,949.06 plus 1.0% County Treasurer Collection Fee of \$69,302.45 for a total of \$6,930,251.51. Ms. Morrissette seconded. Motion carried by unanimous roll call vote.

Ms. Morrissette moved that the Board of Education approve the Special Building Fund for the 2016-2017 fiscal year in the amount of \$1,484,407 calling for a local real property tax need of \$0. Ms. Karnes seconded. Motion carried by unanimous roll call vote.

Ms. Karnes moved that the Board of Education approve the Bond Debt Service Fund for the 2016-2017 fiscal year in the amount of \$5,800,000 calling for a local real property tax need of \$5,800,000 plus the 1.0% County Treasurer Collection Fee of \$58,585.80 for a total of \$5,858,585.80. Ms. Blakely seconded. Motion carried by unanimous roll call vote.

Ms. Blakely moved that the Board of Education approve the Employee Benefit Fund for the 2016-2017 fiscal year in the amount of \$840,000 calling for a local real property tax need of \$0. Mr. Yale seconded. Motion carried by unanimous roll call vote.

Mr. Yale moved that the Board of Education approve the 2015 Phase 1 Construction Fund for the 2016-2017 fiscal year in the amount of \$24,000,000 calling for a local real property tax need of \$0. Ms. Morrissette seconded. Motion carried by unanimous roll call vote.

AdvancED Next Steps

Dr. Mark Weichel, Assistant Superintendent for Teaching and Learning, and Mr. Jim Sides, Director of Secondary Teaching and Learning, presented an overview of the next steps of AdvancED and key components of the District's action plan to address improvement priorities identified by the external review team: 1) the use of data; and 2) the institutionalization of District's strategic plan; as well as the opportunities for improvement to demonstrate commitment to continually improving the capacity for student learning: 1) school board training; and 2) teacher evaluation model.

Dr. Weichel and Mr. Sides reported that the District has already created protocols for using data that help guide all teaching and learning teams. They have used professional development time for instruction on how to use data, including a guided round-table demonstration by a team of Senior Administrators on using the District's Data Protocol worksheet that incorporates analysis, observations, questions of understanding, development of an action plan and how to assess results of the plan. Additionally, the District recently implemented the use of Illuminate Education, a digital warehouse of data that allows the user to view and create assessments in real time. Scott Becker, Principal at Paddock Road, shared how he has used Illuminate as a survey tool to emphasize teacher voice with his building Design Team and help narrow down their building's school-wide goals. Ginger Starks Yoble, World Language teacher at Westside Middle School, praised the real-time aspect of Illuminate, as she is able to get instantaneous feedback on quizzes that are already built into the assessment data in core subjects.

For teacher evaluation, the District aligned with the Danielson Framework and began the process of training all certified staff during the 2014-2015 school year. Board training is also a commitment of district administrators. Dr. Weichel and Mr. Sides stated that there will be ongoing required reports that will be submitted to AdvancED to demonstrate the District's progress toward the improvement priorities

and that the District is engaged in continuous improvement. On May 1, 2018, the District will submit an Accreditation Progress Report. (A copy of the Executive Summary and powerpoint is attached to the official minutes.)

TERIP Review

Dr. Schonewise presented the annual update on Board Policy 4517 (Temporary Early Retirement Incentive Program), as well as Board Policy 4515 (Insurance Benefits for Retirees), both of which were established to provide early retirement incentives to qualifying employees. For the 2016-2017 school year, the district has nine employees who qualify under policy 4515 for Retiree Insurance Benefits, three of whom will be eligible for TERIP within the next few years. Eligibility for policy 4515 includes all administrators, full-time and part-time certified staff members, full-time custodians, twelve-month and ten-month secretaries who have reached the age of 55 years old by August 31, 2013; were employed in an eligible position for 20 years or more by August 31, 2013; and retire between the ages of 55 and 65.

Under board policy 4517 for the 2016-2017 school year, there are 11 employees who qualify for TERIP: one Administrator, five Certified Staff, and five Twelve-Month/Ten-Month Administrative Assistant/Technical Staff and Building Service employees. This policy was implemented on September 1, 2014 for the 2014-2015 school fiscal year until August 31, 2018 for the 2017-2018 school fiscal year (unless earlier amended and/or repealed by the Board of Education). To qualify for TERIP, an employee must be employed by the District in a Qualifying Position. "Qualifying Position" categories are: Administrators; full and part-time certificated staff employed in a certified position; full-time Building Services employees who are not eligible to receive benefits under Board Policy 4515 and; full-time twelve-month and ten-month Administrative Assistants/Technical Staff who are not eligible to receive benefits under Board Policy 4515. Additionally, the employee must have reached age 60 during the school fiscal year in which they intend to retire, and; have completed, or will complete as of the requested date of retirement, at least 20 full years of Credited Service (or the equivalent of 20 years FTE) in a Qualifying Position in the District.

The Board of Education reserves the right to limit the number of participants in any school fiscal year and, unless a different number is approved, can approve up to 10 eligible employees to participate with allocation stipulated as follows: up to two Administrators; up to six Certified staff; and up to two Building Service /Twelve Month and Ten Month Administrative Assistants/Technical Staff. Dr. Schonewise state that there is hardship exception for the board to consider and that the 10 identified slots are flexible. Approved participants shall receive a total benefit equal to the lesser of:

- Administrators: a) two percent (2%) of Current Salary times years of Credited Service; or b) \$50,000
- Certificated Staff: a) two percent (2%) of Current Salary times years of Credited Service; or b) \$40,000
- Building Service, Twelve Month/Ten Month Administrative Assistants/Technical Staff: a) two percent (2%) of Current Salary times years of Credited Service; or b) \$30,000.

(A copy of the Executive Summary and powerpoint is attached to the official minutes.)

Student Calendars

Dr. Enid Schonewise, Assistant Superintendent for Human Resources, and Mr. Jordan Rhodes, science teacher at Westside High School, presented the three-year student calendars for board approval. In the spring and summer of 2016, input was collected through surveys from a variety of stakeholders to solicit key objectives to consider while developing proposals for the student calendars for the 2017-2018; 2018-2019 and 2019-2020 school years. A Calendar Committee comprised of parents, administrators, and teachers met numerous times to review this information. In addition to Dr. Schonewise and Mr. Rhodes, others on the committee included Greg Betts, Alan Bone, Liz Bisson, Kim De La Cruz, Jennifer Harr, Jamie Kammandel, Theresa Mathews, Stacy Ashley Murphy, Jim Sides and Andrea Siegel. Mr. Rhodes stated that the committee kept its focus on instructional time and this guided their discussions, while working to meet as many of the stakeholders' requests as possible, including a later start date, maintaining a two-week winter break and week-long spring break, and an end-date to the school year to fall before Memorial Day.

Dr. Schonewise stated that in order to move the start of the school year back (a primary request from the parent survey), the fall and spring conference week will provide Friday only off for students and staff (currently they have Thursday and Friday off); in the fall only, students will have the following Monday off and staff will return for a professional development day; in the spring, staff and students will return the following Monday. Dr. Schonewise reiterated that scheduling the professional development days earlier in the school year is a significant benefit for all staff. The board expressed appreciation to the committee for their work and for being able to maintain the end-of-school year before Memorial Day. Dr. Schonewise reported that the staff calendar and parent / teacher conference schedule are still being finalized and will be firmed up once the committee obtains board approval for the student calendars. Ms. Karnes moved for approval of the student calendars for 2017-2018; 2018-2019; and 2019-2020. Ms. Morrissette seconded. Motion carried by unanimous roll call vote. (A copy of the Executive Summary and powerpoint is attached to the official minutes.)

Personnel Report

Dr. Schonewise asked for board approval of the Personnel Report (recommendation of one leave of absence request). Mr. Yale moved for approval of the Personnel Report. Ms. Blakely seconded. Motion carried by unanimous roll call vote. (A copy of the Personnel Report is attached to the official minutes.)

Strategic Plan Next Steps

Dr. McCann and Dr. Weichel presented a report on the progress of the District's Strategic Plan, entering the third year of implementation, along with a recommendation that the Board reaffirm the District's vision statement, overarching goals and core strategies that were presented to and approved by the Board on May 19, 2014. During this school year, a distinctive change was made to the document that was developed and serves to guide the work of the district (the house document), with the building action steps being moved from the bottom of the document to the top. This signifies a philosophical change in where the work has evolved.

In the initiation and implementation phases, ABC staff provided the fundamental groundwork for the strategic plan. As the District moves from implementation to institutionalization, the workflow has shifted back to the buildings. District administration has moved into a "backbone of support" for buildings. As this backbone, ABC has provided a structure to build leadership capacity at the building level that allows

building design teams to grow, to set and monitor goals, and continue to make progress towards the overarching goal of ensuring maximum student engagement and achievement.

Dr. McCann and Dr. Weichel provided evidence that the work, which has been done up to this point, is working, including a few highlights from the latest NeSA and ACT tests. A more indepth report on student test performance will be presented at a later date, but they did share results of third grade reading scores, fourth grade writing scores, middle school results, and high school ACT. The foundation of the District's Strategic Plan (as reflected on the house document) is to remain focused on strong teaching and learning principles. However, as Dr. McCann and Dr. Weichel pointed out, a significant factor that impacts student learning, achievement and engagement is the number of students living in poverty. 31.27% of students in Westside Community Schools qualify for free and reduced lunch, and Dr. Weichel referenced the Hattie Ranking, a research-based ranking system that lists 138 factors that influence student achievement.

While poverty and welfare policies do impact student achievement, Dr. Weichel reported there are far more factors that are more significant in creating high expectations for students to believe in their own success in the classroom. And that is what our Strategic Plan is doing ~ our teachers and building design teams are utilizing their own student data to create the desired and intended results for all students to find success. Ms. Blakely moved that the Board reaffirm the Administration's continued implementation and institutionalization of the District's Strategic Plan. Mr. Yale seconded. Motion carried by unanimous roll call vote. (A copy of the Executive Summary and powerpoint is attached to the official minutes.)

Board Candidate Nominations

Ms. Alison McGinn, District Counsel, presented the board with the ballots that they will use for narrowing the pool of board candidate applications from seven to four. At the September 6, 2016 Board of Education Meeting, each Board member was provided with their own set of documents submitted by each applicant for their own personal review. At this evening's meeting, the board will reduce the field by nominating, on a signed written nominating ballot and in no particular order, four candidates from the announced field. Mr. Nick Lesiak, an attorney from the Koley Jessen Law Firm, is also in attendance to conduct the counting and tally the results, which will be announced by Mr. Williams, Board President. The top four candidates will then participate in the Public Interviews with the Board of Education, scheduled for September 20 and September 26, 2016. The candidates advancing to the Public Interviews are: Alexis Boulos, Douglas Krenzer, James Rose and Meagan Van Gelder. A copy of the official tally results are attached to the official minutes.

Reports

Mr. Williams recently attended the Metro Area Boards of Education (MABE) Meeting and discussion centered around many of the same challenges facing other metro area school districts, including property values and budgets. Mr. Williams also visited Paddock Road Elementary and spent time observing PE classes with teacher Brody Schmaderer. Dr. McCann reported that he will be scheduling Sean Kelley for a board meeting in November to provide an update and look ahead on the upcoming legislative agenda.

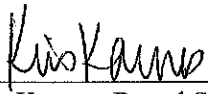
Announcements

Dr. McCann reviewed upcoming events, which include:

September 20, 2016	BOE Candidate Public Interviews - 6:00 pm
September 21, 2016	Westside Homecoming Parade & Pep Rally - 6:30 pm
September 26, 2016	BOE Candidate Public Interviews - 6:00 pm
October 4, 2016	BOE Meeting - 6:30 pm (<u>DATE CHANGE FROM 10/3/16</u>)
October 3-5, 2016	Parent / Teacher Conferences - Evenings
October 6-7, 2016	Intersession - No School
October 10, 2016	Professional Development Day - Students No School
October 11, 2016	Bond Oversight Committee Meeting - 6:00 pm
October 17, 2016	BOE Meeting - 6:30 pm

There being no further business, the meeting adjourned at 8:22 p.m. Mr. Yale made a motion for the Board to go into closed session to continue discussion on the Superintendent Evaluation, which is necessary for the prevention of needless injury to the reputation of an individual and is in compliance with law. Ms. Morrisette seconded. Motion carried. Mr. Williams confirmed that the board would go into closed session only to discuss the Superintendent evaluation.

At 8:53 p.m., the board adjourned from closed session (motion made by Mr. Yale and seconded by Ms. Blakely). There being no further business, the meeting adjourned at 8:53 p.m.



Kris Karnes, Board Secretary