

**WESTSIDE COMMUNITY SCHOOLS  
DISTRICT 66  
Board Meeting Minutes – November 7, 2016**

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The Board of Education Meeting of School District 66 was convened in open and public session on November 7, 2016 at 6:30 p.m. at the Westside ABC Building, 909 S. 76th Street, Omaha, Nebraska.

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

Absent (Excused):              David Williams, President

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 October 25, 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.

Ms. Morrissette called the Board of Education Meeting to order at 6:30 p.m. Board member roll call was taken and attendance is noted above. Ms. Morrissette 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. She 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, Brandi Petersen, Ruby Larson, Alison McGinn, Molly Hurley, Laura Iliff, Megan Poell, Aaron Bredenkamp, Alan Bone, David Shabram, Kristeen Shabram.

**Others in Attendance\*:**

Dave Richardson, Rob Zimmerman, Michael Modra, Stephanie Lund, Lily DeFrank.

\*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 October 17, 2016**

Mr. Yale made a motion to approve the minutes from the Board of Education Meeting held on October 17, 2016, as presented. Ms. Morrissette seconded. Motion carried by unanimous roll call vote.

**Communications:**

Ms. Brandi Petersen, Director of Communications and Engagement, recognized the following students from the high school: Josh Militti and Preston Noll - 2017 National Merit Semi-Finalists; Robert Gabel, Daniel Guo, Lauren Mott and Steve Simon - 2017 National Merit Commended Students. Ms. Kristeen Shabram, business teacher at Westside Middle School, received recognition

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for being named the 2016 AIM Tech Educator of the Year. Ms. Shabram shared her passion for exposing her students to business and information technology and the many career paths in the area of STEM. Ms. Shabram also talked about Code Crush, an IT immersion summit held each year at UNO specifically for middle and high school girls. Ms. Petersen acknowledged NASB Achievement Awards for Ms. Blakely, Ms. Morrisette and Mr. Williams for their attendance at NASB conferences and workshops.

WHS Student Council officers - Anna Knutson, Co-President and Stephanie Lund, Vice President - presented a report that included a wrap-up on fall sports; Trunk or Treat that was held at WMS; the inaugural WHS Student Council Halloween Fun Run; and the vocal music department's "Cabaret" production, which was held yesterday. The Business and Marketing students (Juniors and Seniors) are holding their first-ever "Market Me" conference at UNO tomorrow, organized by Westside High School business education students. Coming up on November 17th is the student / staff basketball game, and plans are underway for the annual Mr. WHS competition in December.

### **Swanson Elementary Architect**

Mr. Rob Zimmerman, Project Advocates, presented for board approval the selection of Alley Poyner Macchietto for design services for the new Swanson Elementary School. Mr. Zimmerman reported that 11 local firms submitted proposals for the project and the selection committee narrowed the field to five firms for interviews, which were held on October 18, 2016: Alley Poyner Macchietto, Schemmer, BCDM, TACK and Kenneth Hahn. Mr. Yale, who served on the selection committee, stated that all firms presented impressive qualifications of the major criteria for the project ~ relevant experience, site design concepts, community engagement plan and fees. Alley Poyner Macchietto presented a community engagement plan that strongly resonated with the committee and tipped the scale in their favor. Mr. Yale moved for approval of Alley Poyner Macchietto for design services of the new Swanson Elementary School. Ms. Blakely seconded. Motion carried by unanimous roll call vote. (A copy of the recommended contract is attached to the official minutes.)

### **Board Policies**

Ms. Alison McGinn, District Administrative Counsel, and Dr. Enid Schonewise, Assistant Superintendent for Human Resources, presented three board policies for review / first reading. Policies will be brought back for approval at the Board Meeting on November 21, 2016.

#### **Board Policy #1170 - Committees of the Board (revision)**

Clarifying language to differentiate between between standing committees and temporary committees; add Succession Planning Committee and Finance Committee as standing committees; discussion on consideration to create additional committees (i.e. - Facilities, Human Resources) to help facilitate the work of the Board in relation to the District's strategic plan. Assignments of board members to identified Committees of the Board will be made at the Board's annual June planning meeting.

#### **Board Policy #2215 - Superintendent Succession Planning (new)**

Creation of new policy that sets forth the process of a prepared plan for filling - either temporarily or permanently - the position of Superintendent that includes: designation of a Succession Planning Committee and the purpose and duties of said committee; designation of topics to be addressed in a

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succession plan, including procedures for appointment of Acting, Interim and Permanent Superintendent; and creation of a communications plan.

### Board Policy #7165 - Advisory Committees to the Board (revision)

Revisions included removal of redundant language, clarification of rules that specify that advisory committees to the board are subject to open meetings laws and addition of language that provides for Superintendent recommendations to the Board. Current Advisory Committees include Bond Oversight Committee and Caucus Committee.

(Redline copies of policies #1170 and #7165 and proposed policy #2215 are attached to the official minutes.)

### BOE Finance Committee

Motion for approval to form a Finance Committee of three board members, as permitted under Board Policy #1170. BOE members of the Finance Committee will be David Williams, Dana Blakely and Adam Yale. Duties will include but are not limited to:

- Support an independent audit conducted by the District's outside auditor by implementing a transparent governance process;
- Ensure that the District's accounting and internal control structures and processes continue to encourage the judicious use of taxpayer dollars and to safeguard assets;
- Explore school accounting and school finance best practices that maintains and/or improves upon our current level of financial accuracy;
- Meet throughout the year with the District CFO regarding finance processes and implementation of the current district budget.

Ms. Blakely made motion to approve creation of BOE Finance Committee; Ms. Karnes seconded. Motion carried by unanimous roll call vote. (A copy of the motion is attached to the official minutes.)

### PBIS - Positive Behavioral Interventions and Supports

Mr. Jim Sides, Director of Secondary Teaching and Learning, Mr. Aaron Bredenkamp, WHS Assistant Principal, and Ms. Megan Poell, Paddock Road Elementary Teacher Leader, presented an overview of PBIS that is being used across the district, grades K-12. PBIS is a nationally recognized behavior-based and research-validated framework for improving student social behaviors and academic performance ([www.pbis.org](http://www.pbis.org)). Westside Community Schools is the first district in the State of Nebraska that the Nebraska Department of Education has contracted with to launch trainings to provide one consistent behavior support program for all students, grades PreK through 12th grade.

PBIS is a process that allows a community to build positive, pro-active environments where expected behaviors are defined, taught and reinforced at all levels. Every school in the Westside district has a PBIS Team to ensure that PBIS is being used consistently and to build capacity in all staff - certified and classified - on how to deal with student behavior issues. The primary objective of PBIS is to teach, model and reinforce appropriate behaviors and create an environment where good behavior is the expectation. Additionally, consequences for major or minor infractions are clearly defined. PBIS building teams in Westside meet one to two times per month to review behavior data, prepare on-going staff development opportunities and identify student recognitions.

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PBIS is also included in all new staff training workshops. (A copy of the Executive Summary, powerpoint and behavior matrix is attached to the official minutes.)

### **Personnel Report**

Dr. Schonewise asked for board approval of the Personnel Report that includes recommendations for two probationary contracts, one retirement and one leave of absence. Ms. Karnes 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.)

### **Human Resources Annual Report**

Dr. Schonewise and Ms. Melanie Connolly presented the Human Resources Annual Report and overview of other work completed by the HR Department during the 2015-2016 school year. They provided the board with copies of the Annual Report and Separation of Service Report, both of which outline important trends in the education profession within the Westside district and nationwide. Other documents provided to the board included the Retirement Handbook, information on staff recognition, career advancement, as well as the employee handbooks for Certified and Classified staff. All of the work of the Human Resources Department is focused on guiding and supporting all Westside employees through their employment cycle, from recruitment and retention to retirement, along with ACA and insurance enrollment, employee group negotiations, pursuit of advanced degrees, and employee engagement.

Dr. Schonewise shared that HR also works closely with both district professional development and technology to provide ongoing learning opportunities for classified and certified staff. More than 72% of WCS teacher's and administrators have masters, specialist or doctoral degrees. Continued education is also offered for classified staff to increase their knowledge, which ultimately enhances their capacity in the classroom and the learning environments for all students. Other employee benefits include tuition reimbursement, wellness and employee assistance programs, flex spending accounts, and basic medical and dental coverage. Dr. Schonewise said that these benefits, along with other activities such as year-end recognitions, back-to-school socials and other employee team building activities held throughout the school year, all impact the goal of ensuring engagement and retention among staff. (A copy of the Executive Summary, powerpoint and board handouts are attached to the official minutes.)

### **Reports**

Ms. Blakely reminded everyone about the upcoming State Education Conference, scheduled for November 16-18, 2016 at the La Vista Embassy Suites Conference Center. Dr. McCann advised that our District Lobbyist, Sean Kelley, will be presenting a preview of the upcoming Legislative Session at the November 21, 2016 Board of Education Meeting. Additionally, NCSA is holding a Legislative Preview Conference on November 30, 2016 at the Cornhusker Marriott in Lincoln. Please advise Ms. Hurley if you would like to attend.

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**Announcements**

Dr. McCann reviewed upcoming events, which include:

November 8, 2016	Bond Oversight Committee Meeting - 6:00pm
November 14, 2016**	BOE Big Idea Meeting - FY18 Budget - 6:30pm

\*\* Due to the timing of the release of budget information from NDE (Nov. 30-Dec. 2, 2016), this meeting is being rescheduled to December 5, 2016.

November 16-18, 2016	State Education Conference - La Vista Conference Center
November 18, 2016	District Spelling Bee @ WMS
November 21, 2016	Board of Education Meeting - 6:30pm
November 24-25, 2016	Thanksgiving Break
December 12, 2016	Board of Education Meeting - 6:30pm
December 13, 2016	Bond Oversight Committee Meeting - 6:00pm
Dec. 23, 2016-Jan. 6, 2017	Winter Break

There being no further business, the meeting adjourned at 8:34 p.m.



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Kris Karnes, Board Secretary

