

Agenda

Regular Monthly Meeting, Location: Elementary School (Butte)

District No. 08-0050

Monday, October 10, 2016 **9:00 PM**

- Item 1. Call To Order
- Item 2. Pledge of Allegiance
- Item 3. Roll Call
- Item 4. Nebraska Open Meetings Act
- Item 5. Approval of Agenda
- Item 6. Excuse Absent Members
- Item 7. Approval of the Minutes
- Item 8. Approval of Financial Reports
- Item 9. Approval of Claims/transfers
- Item 10. Student/Staff Reports
Administrative reports
- Item 11. Public Comment
- Item 12. Business Action Items
 - 12.A Superintendent Evaluation documents
 - 12.B NASB Superintendent Search/workshop
 - 12.C Approval for signatures on bond accounts
 - 12.D Internet Safety policy review
 - 12.E Negotiations
 - 12.F
 - 12.G
- Item 13. Committee Reports (Lynch-West Boyd future plans)
- Item 14. Executive Session (if needed)
- Item 15. Next Meeting Date
- Item 16. Adjournment

Regular Monthly Meeting located at the Elementary School (Butte)
District No. 08-0050
Monday, October 10 , 2016 **9:00 PM**

Item 1. Call to order by _____ at _____PM.

Item 2. Pledge of Allegiance

Item 3. Roll Call

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Drueke _____	Keith Mohr _____	Karen Reiser _____

Item 4. Nebraska Open Meetings act

Item 5. Acceptance of the agenda

It is moved by _____, seconded by _____, that the agenda for this meeting, all items of which were placed on it at least 24 hours prior to the meeting time, as provided by statute, be (accepted as presented) (accepted as presented but with the following addition(s):

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Drueke _____	Keith Mohr _____	Karen Reiser _____

Item 6. Excuse absent members

It is moved by _____, seconded by _____, to excuse, _____ from the West Boyd School Board Meeting.

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Drueke _____	Keith Mohr _____	Karen Reiser _____

Item 7. Approval of the minutes

It is moved by _____, seconded by _____, for approval of the minutes of the September 12, 2016 Regular Board Meeting.

Roll Call:

Kaci Classen _____ Tricia Hipke _____ Dan Ohri _____
Jeremy Boettcher _____ Todd Boettcher _____ LaVern Higgins _____
Beth Drueke _____ Keith Mohr _____ Karen Reiser _____

Item 8. Approval of Financial Reports

Motion by _____, second by _____, to approve the financial reports (Activity Fund, Hot Lunch Fund, Financial Summary CDs, ICS-Depreciation Fund, Revenue Summary Sheet).

Roll Call:

Kaci Classen _____ Tricia Hipke _____ Dan Ohri _____
Jeremy Boettcher _____ Todd Boettcher _____ LaVern Higgins _____
Beth Drueke _____ Keith Mohr _____ Karen Reiser _____

Item 9. Approval of Claims

Motion by _____, seconded by _____, to approve the bills, claims and transfers (as presented) (as amended).

Roll Call:

Kaci Classen _____ Tricia Hipke _____ Dan Ohri _____
Jeremy Boettcher _____ Todd Boettcher _____ LaVern Higgins _____
Beth Drueke _____ Keith Mohr _____ Karen Reiser _____

Item 10.

Superintendent /Administration report

Item 11. Public Comment

Item 12. Business Action/information Items

12.A Superintendent Evaluation documents

(I believe that Tricia would like for you to fill out the evaluations and she will compile them for review at the November board meeting. As you do this, I would suggest that you look at it in terms of the desires of the board for an incoming superintendent. MN)

12.B NASB Superintendent Search/workshop

Tricia has been in contact with the NASB regarding steps for the superintendent search and will discuss them with you, as well as the possibility of a workshop with the board.

12.C Approval of signatures for bond account

With the changes in administration, I would propose the following as approved signatures for the following accounts:

Motion by _____, seconded by _____, to approve Tricia Hipke, Danny Ohri, Karen Reiser and the school superintendent as authorized signatures of the bond account.

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Druke _____	Keith Mohr _____	Karen Reiser _____

12.D Internet Safety policy review

We are required to review the Internet Safety Policy yearly and request that the board approve the policy as presented.

Motion by _____, seconded by _____, to approve the Internet Safety Policy #6800 as presented.

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Druke _____	Keith Mohr _____	Karen Reiser _____

12. E Negotiations

It is my understanding that the last negotiation request from the teachers group included language for two years (request for meeting) and we will need to have an initial meeting in October. Listed on the negotiations committee are: Tricia, Beth,

LaVern and Todd. If there is a reason for the board as a whole to discuss the negotiations coming up, it would be an allowable topic to go into executive session to discuss.

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Druke _____	Keith Mohr _____	Karen Reiser _____

12. F

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____
Beth Druke _____	Keith Mohr _____	Karen Reiser _____

12. G

Item 13. Committee Report (Lynch-West Boyd Future plans and discussions)

Information from Jeremy, Todd, and LaVern regarding committee meetings and possible future meetings.

Item 14. Closed (Executive) Session

If there is a reason to go into closed session, we must identify that reason in the motion to enter into executive session.

Motion by _____, seconded by _____, to enter into executive session for the purpose of _____ at _____ PM.

Roll Call:

Kaci Classen _____	Tricia Hipke _____	Dan Ohri _____
Jeremy Boettcher _____	Todd Boettcher _____	LaVern Higgins _____

Beth Drueke _____ Keith Mohr _____ Karen Reiser _____

Motion by _____, seconded by _____, to re-enter open session at _____ PM.

Roll Call:

Kaci Classen _____ Tricia Hipke _____ Dan Ohri _____
Jeremy Boettcher _____ Todd Boettcher _____ LaVern Higgins _____
Beth Drueke _____ Keith Mohr _____ Karen Reiser _____

Item 15 Next Meeting Date

November 14 at West Boyd Middle/High School (Spencer) at 8:00 PM

Item 16. Adjournment

The meeting was adjourned at _____ PM by _____.

Regular Monthly Meeting located at the West Boyd Middle/High School
District No. 08-0050
Monday, September 12, 2016

Item 1. Call to order by Tricia Hipke at 7:01 PM.

Item 2. Pledge of Allegiance

Budget hearing and Summary-The board reviewed the advertised budget for the 2016-17 school year and asked for public input regarding the budget. The hearing for the budget was closed at 7:04 PM.

Final Tax Request Hearing-The board reviewed the advertised tax request for the 2016-17 school year and asked for public input regarding the tax request. The hearing for the Final Tax request was closed at 7:08 PM.

The regular monthly meeting was resumed at 7:09 with roll call. Present were: Kaci Classen , Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Drueke, Keith Mohr, and Karen Reiser

The Nebraska Open Meetings act was noted as posted.

Item 5. Acceptance of the agenda

It is moved by Kaci, seconded by Karen, that the agenda for this meeting, all items of which were placed on it at least 24 hours prior to the meeting time, as provided by statute, be accepted as presented.

Voting yes: Kaci Classen , Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Drueke, Keith Mohr, Karen Reiser.

Motion carried 9-0

Item 7. Approval of the minutes

It is moved by Keith, seconded by Kaci, for approval of the minutes of the August 8, 2016 Regular Board Meeting.

Voting yes: Kaci Classen , Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Drueke, Keith Mohr, Karen Reiser.

Motion carried 9-0

Item 8. Approval of Financial Reports

Motion by Beth, second by Karen, to approve the financial reports (Activity Fund, Hot Lunch Fund, Financial Summary CDs, ICS-Depreciation Fund, Revenue Summary Sheet).

Voting yes: Kaci Classen , Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Drueke, Keith Mohr, Karen Reiser.

Motion carried 9-0

Item 9. Approval of Claims

Motion by Jeremy, seconded by LaVern, to approve the bills, claims and transfers as presented.

Voting yes: Dan Ohri, LaVern Higgins, Todd Boettcher, Jeremy Boettcher, Beth Drueke, Tricia Hipke, Karen Reiser.

Abstain: Kaci Classen, Keith Mohr

Motion carried 7-0-2

The FCCLA who attended nationals in San Diego presented a powerpoint of the trip and thanked the board and public for their support.

Mr. Nelsen reported to the board information on student numbers, shared lunch program with Lynch, CIP planning for Friday, September 16, Homecoming week, finance program training by Charie, 2 buses being out of service for repairs, purchase of a washing machine, preparation for superintendent evaluation, and that there would be no elementary school on October 25 so elementary staff could attend professional development with Anita Archer.

Mrs. Johnson presented student data numbers and the Nebraska Department of Education site where data can be found.

Item 11. A question regarding UNL classes and textbooks was discussed.

Item 12. Business Action Items

12.A Budget for the 2016-17 School Year

Motion by Karen, seconded by Beth, that the proposed budget for the 2016-17 school year be adopted.

Voting Yes: Keith Mohr, Todd Boettcher, Dan Ohri, LaVern Higgins, Kaci Classen, Jeremy Boettcher, Beth Druke, Tricia Hipke, Karen Reiser.

Motio carried 9-0.

12.B Tax Request Resolution

Motion by Karen, seconded by Kaci, that the 2016/2017 Tax Request Resolution for Boyd County School District 08-0050 (West Boyd Schools) be approved as presented.

Voting Yes: Jeremy Boettcher, Beth Druke, Kaci Classen, Karen Reiser, Dan Ohri, LaVern Higgins, Tricia Hipke, Todd Boettcher, Keith Mohr.

Motion carried 9-0.

12.C Approval of signatures for accounts

Motion by Keith, seconded by Kaci, to approve Blair Kluckman, Mark Koch, and the superintendent of schools for the Petty Cash Account; Charie King, Cindy Johnson, and the superintendent of schools for the Cafeteria Account; Charie King, Mark Koch, and the superintendent of schools for the Activity Account; and Charie King, Cindy Johnson, and the superintendent of schools for the Lunch Account.

Voting Yes: Kaci Classen, Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Druke, Keith Mohr, Karen Reiser.

Motion carried 9-0.

12.D Designation of authorized agents/managers of ICS CDARS accounts and safety deposit box

Motion by Kaci, seconded by Beth, to name Charie King and the superintendent of schools as authorized agents/managers of ICS and/or CDARS accounts; and to name Charie King and the superintendent of schools as holders for the Safety Deposit Box

Votin Yes: Kaci Classen, Tricia Hipke, Dan Ohri, Jeremy Boettcher, Todd Boettcher, LaVern Higgins, Beth Druke, Keith Mohr, Karen Reiser.

Motion carried 9-0.

12. E Property and Liability insurance proposal from Butte State Insurance Agency

Motion by Kaci, seconded by Karen to accept the insurance proposal from Butte State Insurance Agency.

Voting Yes: Dan Ohri, Kaci Classen, Beth Drueke, LaVern Higgins, Tricia Hipke, Jeremy Boettcher, Todd Boettcher, Keith Mohr, Karen Reiser.

Motion carried 9-0.

12. F Propane contract with Sapp Bros.

Motion by Karen, seconded by Beth, to approved the contracting of propane from Sapp Bros. for 20,000 gallons at 87.9 cents per gallon.

Voting Yes: Karen Reiser, Tricia Hipke, Dan Ohri, Kaci Classen, LaVern Higgins, Todd Boettcher, Jeremy Boettcher, Keith Mohr, Beth Drueke,

Motion carried 9-0

Item 13. Committee Report (Lynch-West Boyd Future plans and discussions)

Jeremy, LaVern and Todd reported on the various discussions that have taken place with the Lynch committee searching for a plan to form a Boyd County School System. A number of ideas have been presented and discussed: PK-2 at Lynch and Butte, PK-2 at Lynch and Butte with a K-12 at Spencer, PK-4 at Lynch and Butte, PK-6 at Lynch and various combinations of these. The size of the board of education to govern the proposed system and the make up of that board is a topic of discussions, along with the inclusion of wording for a super majority decision for closing an attendance center and whether there should be wording in an agreement for when to consider closing an attendance center based on student numbers served. It is the desire of the board to continue talks with Lynch to search for an agreement that would be mutually acceptable by both boards of education (Lynch and West Boyd) involved.

Item 15 Next Meeting Date

October 10, 2016 at Butte Building at 8:00 PM

Item 16. Adjournment

The meeting was adjourned at 9:00 PM by Tricia Hipke.

Item ~~128~~
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2016/2017 Tax Request Resolution
for Boyd County School District 08-0050

WHEREAS, public was given at least five days in advance of a Special Public Hearing called for the purpose of discussing and approving or modifying the District's Tax Requests for the 2016/2017 school fiscal year for the General Fund, Bond Fund, Special Building Fund, and Qualified Capital Purpose Undertaking Fund of Boyd County School District 08-0050; and,

WHEREAS, such Special Public Hearing was held before the Board of Education of Boyd County School District 08-0050 at time, date, and place announced in the notice published in a newspaper of general circulation, a copy of which notice and proof of publication of which is attached hereto as Exhibit A, all as required by law; and,

WHEREAS, the Board provided an opportunity to receive comment, information and evidence from persons in attendance at such Special Hearing; and,

WHEREAS, the Board, after having reviewed the District's Tax Request for each said fund, and after public consideration of the matter, has determined that the Final Tax Requests as listed below are necessary in order to carry out the functions of the District, as determined by the Board for the 2016/2017 school fiscal year.

NO BE IT THEREFORE RESOLVED that (1) the Tax Request for the General Fund should be, and hereby is set at \$3,737,373.70; (2) the Tax Request for the Bond Fund should be, and hereby is set at \$0.00; (3) the Tax Request for the Special Building Fund should be, and hereby is set at \$0.00; and (4) the Tax Request for the Qualified Purpose Undertaking Fund should be, and hereby is set at \$0.00.

It is so moved by Karen Reiser and seconded by Beth Druke this 12th day of September, 2016.

Roll Call vote as follows:

Tricia Hipke	<u>YES</u>	NO
Jeremy Boettcher	<u>YES</u>	NO
Lavern Higgins	<u>YES</u>	NO
Beth Druke	<u>YES</u>	NO
Keith Mohr	<u>YES</u>	NO
Karen Reiser	<u>YES</u>	NO
Todd Boettcher	<u>YES</u>	NO
Kaci Classen	<u>YES</u>	NO
Danny Ohri	<u>YES</u>	NO

The undersigned herewith certifies, as Secretary of the Board of Education of Boyd County School District 08-0050, that the above Resolution was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

Karen M. Reiser Secretary

Superintendent Report
October 12, 2016

1. The progress of West Boyd Schools involving the CIP (continuous improvement process) was discussed. We also reviewed current student performance data and how to improve student academic learning. It will be essential for the school to continue forward in the CIP planning and I would say that there is strong staff support to continue to improve.
2. I would remind the board and public that there will be no elementary school on October 25 to allow elementary teachers to attend Anita Archer training that day.
3. We will be having Stephanie Wanek attending the school on November 23 to discuss vocabulary and how to use that to improve student learning.
4. We will have Deb Wragge attend the school on January 2 to work with us on the CIP process.
5. Fitting in with the CIP efforts are the results from this past year on the NeSA tests. I have included an excel spreadsheet that lists NeSA results over the past several years. You will see that the scores for grades 3-8 allow one to look at progression of a class from year to year in a diagonal manner and individual class scores can be seen in the horizontal plane for each year. There are some factors that one needs to consider when looking at these percentages: 1) the required scores to allow a student to be identified as proficient has been increased at various times (this makes it difficult to compare percentages in some areas), 2) it is our information that this will be the last year of the NeSA tests and the state will move to another test to assess student performance for 11th grade students this year and the other grades a year from now, 3) the staff has been asked to review the scores and to identify possible causes for the scores as we work with the CIP process to improve student learning and academic progress (I am excited by the commitment of the staff to improve student learning and their involvement in the CIP process).

West Boyd Math- Percent Proficient by grade/by year

Bold scores indicate student growth from year to year

Year	Grade 03	Grade 04	Grade 05	Grade 06	Grade 07	Grade 08	Grade 11
2010-11	41%	94%	50%	58%	78%	92%	52%
2011-12	38%	53%	89%	53%	91%	68%	52%
2012-13	23%+	67%	71%	88%	93%	71%	73%
2013-14	47%	41%	71%	58%	100%	60%	50%
2014-15	71%	77%	47%	88%	68%	90%	67%
2015-16	65%	71%	75%	43%	79%	50%	53%

West Boyd Reading- Percent Proficient by grade/by year

Bold scores indicate student growth from year to year

Year	Grade 03	Grade 04	Grade 05	Grade 06	Grade 07	Grade 08	Grade 11
2009-10	65%	60%	67%	84%	85%	73%	35%
2010-11	47%	69%	71%	100%	83%	85%	57%
2011-12	57%	71%	78%	65%	91%	58%	67%
2012-13	31%+	76%	86%	88%	93%	86%	73%
2013-14	53%	53%	83%	74%	89%	87%	86%
2014-15	76%	77%	71%	79%	63%	80%	71%
2015-16	59%	86%	93%	64%	88%	80%	94%

West Boyd Science- Percent Proficient by grade/by year

Bold scores indicate student growth from year to year

Year	Grade 03	Grade 04	Grade 05	Grade 06	Grade 07	Grade 08	Grade 11
2011-12			83%			68%	76%
2012-13			71%			64%	80%
2013-14			71%			73%	64%
2014-15			47%			90%	71%
2015-16			58%			45%	78%

West Boyd Writing- Percent Proficient by grade/by year

Bold scores indicate student growth from year to year

Year	Grade 03	Grade 04	Grade 05	Grade 06	Grade 07	Grade 08	Grade 11
2011-12						74%	76%
2012-13						77%	80%
2013-14			63%				64%
2014-15			42%			90%	71%
2015-16							78%

Administration

Evaluation Instrument of Superintendent

I. EVALUATION PLAN

The following are steps recommended as an evaluation for the Superintendent of Schools.

1. Review of Performance Evaluation instrument by individual board members.
2. Completion of rating instrument by individual members.
3. Individual member consultation with Superintendent. (optional)
4. Compilation of ratings by Board President.
5. Meeting with Board members to review compiled ratings, identify strengths, areas for improvement, and superintendent's goals for current year.
6. Meeting with the Superintendent to review ratings, strengths, and areas for improvement.
7. Superintendent response to evaluation and revisions of goals for ensuing year.
8. Determination of salary and/or contract terms (as appropriate).

II. PERFORMANCE INSTRUMENT	Levels of Performance				
	4	3	2	1	N/A
A. EDUCATIONAL LEADERSHIP	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Administering the development and maintenance of an educational program designed to meet the needs of the community and to carry out policies of the Board of Education.					
2. Overseeing the setting of educational goals of the district both annually and over a long-range period					
3. Conducting a continuous evaluation of the development and needs of the school system, utilizing community, staff, and student input.					
4. Evaluating all administrative personnel, in writing, on an annual basis.					
5. Attending state, regional, and national conferences pertaining to the superintendent's duties, upon approval by the Board.					
6. Initiating policy considerations to cover situations requiring discretionary action when the superintendent feels the circumstances necessitate a policy.					
7. Being alert to advances and improvements in the educational process.					

COMMENTS:

B. STAFF RELATIONS

Levels of Performance
4 3 2 1 N/A

	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Providing the number and type of positions needed for the effective operation of the schools.					
2. Nominating for appointment, assigning, and defining the duties of all personnel, subject to the approval of the Board.					
3. Striving to create good morale among staff members,					
4. Dealing with personnel matters on an impartial basis.					
5. Recommending the dismissal of staff members for just cause.					

COMMENTS:

C. COMMUNITY LEADERSHIP

Levels of Performance

1. Assuming a major responsibility of maintaining good human relationships among students, teachers, administrators, board members, parents, and the general public. The superintendent shall serve as a unifying force within the school district, striving at every opportunity to reconcile divergent viewpoints on behalf of what is best for students and what is best for public education.
2. Generating and coordinating a public relations program for the school system.
3. Serving as the educational spokesperson for the district in all matters, stressing the positive attributes of the district and the need for continued support for education
4. Establishing and maintaining a sound working relationship with the news media, utilizing any public service opportunities for the betterment of education within the community.
5. Maintaining in all departments and schools, a continuous study of the problems of the school as a basis for their being remediated.

	4	3	2	1	N/A
	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable

COMMENTS:

Levels of Performance

D. WORKING RELATIONSHIP WITH THE BOARD OF EDUCATION

4 3 2 1 N/A

- 1. Keeping the board informed, by frequent reporting, on the progress and conditions of the school and by keeping in continuous contact with the president of the Board of Education.
- 2. Attending and participating in all meetings of the board except when the superintendent's own position, salary, or tenure may be under consideration.
- 3. Preparing for each member of the board, before each board meeting, an agenda listing items to be considered.
- 4. Developing the necessary rules and regulations to effectively carry out board policy. Also, taking care of all other administrative duties not specifically covered in board policy.
- 5. Offering professional guidance, recommendation or assistance, when appropriate, when the board is making decisions.

Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable

COMMENTS:

Levels of Performance

E. FINANCIAL DIRECTION

4

3

2

1

N/A

1. Supervising the preparation of the annual budget and recommending it to the board at its regular meeting for budget approval and supervising the preparation for the public hearing on the budget in accordance with Nebraska statutes.
2. Directing the formulation of, or the revision of, salary schedules as a result of negotiations and making such recommendations to the board.

Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable

COMMENTS:

Levels of Performance

4 3 2 1 N/A

F. MANAGEMENT OF FACILITIES
GROUNDS AND EQUIPMENT

- 1. Serving as custodian of all property, real or personal, owned, leased or borrowed by the district; and lending, exchanging, transmitting or receiving such property only in accordance with approval of the board.
- 2. Assembling data for the recommended building program and acting as educational advisor to the architect in the preparation of all plans and specifications for the construction of all new buildings or modifications of existing buildings.
- 3. Recommending boundaries, and changes in boundaries, for the schools within the district.

Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable

COMMENTS:

Levels of Performance

G. PERSONAL QUALITIES

4 3 2 1 N/A

- 1. Maintains high standards of ethics, honesty and integrity in all personal and professional matters.
- 2. Demonstrates his ability to work well with individuals and groups.
- 3. Possesses and maintains the health and energy necessary to meet the responsibility of his position.
- 4. Speaks well in front of large and small groups, expressing his ideas in a logical, forthright, and professional manner.
- 5. Maintains his professional development by reading, course work, conference attendance, work on professional committees, visiting other districts, and meeting other superintendents.

Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable

COMMENTS:

III. SUMMARY

What are the three strongest areas of the superintendent's performance during the past year?

1) _____

2) _____

3) _____

What are the three areas most in need of improvement during the coming year?

1) _____

2) _____

3) _____

Board President Signature

Superintendent's Signature

Date

Date



12B

October 4, 2016

West Boyd Board of Education
Tricia Hipke, Board President

Dear Members of the Board,

We appreciate the opportunity to continue working with the board through the search process. I have a couple of questions I was hoping you could discuss at the meeting Monday.

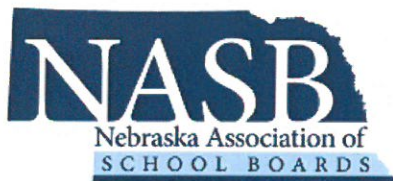
- 1) Does the full board support moving forward at this time or at least having me travel to the district to facilitate a discussion of where things are headed?
- 2) If so, we need to determine a date for a work/planning session. I am traveling west for a meeting on either Monday, October 24 or Tuesday, November 1 so I could meet with the West Boyd board on my return either **Tuesday, October 25** or **Wednesday, November 2**. This would save a little travel expense to the district. Please keep these dates open until I hear back from the other board, which should be the evening of Monday, October 10.
- 3) I have attached a separate document which is a Board District Needs Assessment Survey (DNA Survey). This document is to be filled out by each individual board member and can be returned via email, mail or fax to my direct line 402.858.4604. I will compile the results and we will discuss it at the work session.
- 4) Can you please confirm/update the board member email addresses we have on file in the event I need to reach out to board members through email?

Beth Drueke	bdrueke@threeriver.net
Danny Ohri	dannyohri@gmail.com
Jeremy Boettcher	rugboettcher@gmail.com
Kaci Classen	kcroadrunner@nntc.net
Karen Reiser	kidwadecanyon@gmail.com
Keith Mohr	no email address listed
Lavern Higgins	no email address listed
Todd Boettcher	TSSBoettcher@gmail.com
Tricia Hipke	bhipke@nntc.net

I can be reached at the contact information below if you have any questions.

Respectfully submitted,

Shari L. Becker



Education Leadership Search Service
Board District Needs Assessment Survey
West Boyd - Board of Education

1. Identify the goals of the school district:

A. Long-term (5+ years)

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-
-
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-

B. Short-term (1 to 2 years)

-
-
-
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-

2. What critical issues will the new superintendent encounter during his/her first year?

-
-
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-
-

3. Identify the strengths of West Boyd Public Schools and community.

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-
-
-
-

4. Identify issues that may be considered a weakness of West Boyd Public Schools.

-
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-
-
-

5. Identify the personal and professional attributes (skills and/or characteristics) necessary to be the successful superintendent for West Boyd Public Schools.

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-
-
-

6. What leadership style will be the most effective for dealing successfully with the culture/climate, needs/concerns/ opportunities and challenges of the district?

-
-
-
-
-

7. Identify the academic degree(s) and work experience(s) a successful candidate might possess:

-
-
-
-
-

Please share any additional comments regarding the District Needs Assessment:

-
-
-
-
-

Butte State Bank

157446

*Dist. #5 Bond
12 C*

Account Holder Name(s): WEST BOYD SCHOOL DISTRICT	
Reporting SSN/TIN: 47-0842843	
Mailing Address: PO BOX 109, SPENCER, NE 68777	
Telephone Number: (402) 589-2040 Work #:	
Number of Signatures Required: 1 CIF Number:	

Signatures of Authorized Individuals. This Agreement is subject to all terms below.	
X TRICIA HIPKE, BOARD CHAIRMAN of WEST BOYD SCHOOL DISTRICT	X KAREN REISER, SECRETARY of WEST BOYD SCHOOL DISTRICT
X DANNY OHRI, TREASURER of WEST BOYD SCHOOL DISTRICT	X MERRELL NELSEN, SUPERINTENDENT of WEST BOYD SCHOOL DISTRICT

(Signatures and printed names of each account signer)

The Authorized Individual(s) signing above agree(s), that the Account Holder's Account(s) will be governed by the terms set forth in the Deposit Account Agreement and Disclosure, the Time Certificate of Deposit or Confirmation of Time Deposit Agreement (if applicable), the Rate and Fee Schedule, the Funds Availability Policy Disclosure, the Substitute Check Policy Disclosure, the Electronic Funds Transfer Agreement and Disclosure, (if requested below), as amended by the Financial Institution from time to time, and such other authorization documents provided to the Financial Institution from time to time. The Authorized Individual(s) also acknowledge that they have received at least one copy of these deposit account documents. The Authorized Individual(s) understand(s) accounts opened after 2:00 PM are dated effective the next business day. The Authorized Individual(s) represent(s) that they hold the position(s) indicated above and they are authorized to enter into this Agreement on behalf of the Account Holder.

Account Purpose: **Non Consumer**

EFT Services: **Yes**

OWNERSHIP TYPE Government/Municipal/Public Funds					
ACCOUNT TYPE Premier Money Market					
ACCOUNT NUMBER 157446				OPENED By JULIE	
Date Opened 09-22-16	Date Revised	Opening Deposit \$25,712.52	ATM Card N	Verified By	Account Formerly With
Date Closed	Closing Balance	Closed By	Reason For Closing	Statement Disposition Mail	Service Chg Disposition Regular

Account Type(s):	Premier Money Market	Account Number(s):	157446
Account Holder Name(s): WEST BOYD SCHOOL DISTRICT			
Reporting SSN/TIN: 47-0842843			
Mailing Address: PO BOX 109, SPENCER, NE 68777			
Telephone Number: (402) 589-2040 Work #:			
Number of Signatures Required: 1 CIF Number:			
Signatures of Authorized Individuals			
<input checked="" type="checkbox"/> TRICIA HIPKE, BOARD CHAIRMAN of WEST BOYD SCHOOL DISTRICT		<input checked="" type="checkbox"/> KAREN REISER, SECRETARY of WEST BOYD SCHOOL DISTRICT	
<input checked="" type="checkbox"/> DANNY OHRI, TREASURER of WEST BOYD SCHOOL DISTRICT		<input checked="" type="checkbox"/> MERRELL NELSEN, SUPERINTENDENT of WEST BOYD SCHOOL DISTRICT	

GOVERNMENT / MUNICIPAL / PUBLIC FUNDS BANKING RESOLUTION

(for Deposit Accounts)

Depositor: WEST BOYD SCHOOL DISTRICT
PO BOX 109
SPENCER, NE 68777

Financial Institution: Butte State Bank
Spencer Branch
P.O. Box 266
425 Hillcrest Blvd
Spencer, NE 68777

Account No: 157446

I, the undersigned Official of the Government, Municipal or Public Entity ("Entity") named above, HEREBY CERTIFY that the Entity is organized, exists and is duly authorized to transact business under the laws of the state or jurisdiction where it is located.

ACCOUNT HOLDER. WEST BOYD SCHOOL DISTRICT is the complete and correct name of the Account Holder.

I FURTHER CERTIFY that at a meeting of the governing body of the Entity, duly and regularly called and held on _____, the following resolutions were adopted:

RESOLVED, that the Financial Institution named above at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of this Entity, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies bearing the following appropriate number of signatures: Any **one** (1) of the following named officers or employees of this Entity ("Agents"), whose actual signatures are shown below:

X _____
TRICIA HIPKE, BOARD CHAIRMAN of WEST BOYD
SCHOOL DISTRICT

X _____
KAREN REISER, SECRETARY of WEST BOYD
SCHOOL DISTRICT

X _____
DANNY OHRI, TREASURER of WEST BOYD SCHOOL
DISTRICT

X _____
MERRELL NELSEN, SUPERINTENDENT of WEST
BOYD SCHOOL DISTRICT

and that the Financial Institution shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any Agent or Agents signing the same.

FURTHER RESOLVED, that the Financial Institution is hereby directed to accept and pay without further inquiry any item drawn against any of the Entity's accounts with the Financial Institution bearing the signature or signatures of Agents, as authorized above or otherwise, even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and the Financial Institution shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed in accordance with the resolutions contained herein, or the application or disposition of such item or the proceeds of the item.

FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by this Entity for deposit with the Financial Institution, or for collection or discount by the Financial Institution; and to accept drafts and other items payable at the Financial Institution.

FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to, special depository agreements and arrangements regarding the manner, conditions, or purposes for which funds, checks, or items of the Entity may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions. The other agreements and other acts may not be contrary to the provisions contained in this Resolution.

FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remain in full force and effect until written notice of any amendment or revocation thereof shall have been delivered to and received by the Financial Institution at each location where an account is maintained. Financial Institution shall be indemnified and held harmless from any loss suffered or any liability incurred by it in continuing to act in accordance with this resolution. Any such notice shall not affect any items in process at the time notice is given.

I FURTHER CERTIFY that the persons named above occupy the positions set forth opposite their respective names and signatures; that the foregoing Resolutions now stand of record on the books of the Entity; that they are in full force and effect and have not been modified in any manner whatsoever.

Instruction

Computer

Internet Safety and Acceptable Use Policy

A. Internet Safety

It is the policy of West Boyd Public Schools to comply with the Children’s Internet Protection Act (CIPA). With respect to the computer network, the District shall: (a) prevent user access to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) provide for the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) prevent unauthorized access, including so-called “hacking,” and other unlawful activities online; (d) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (e) implement measures designed to restrict minors’ access to materials (visual or non-visual) that are harmful to minors.

1. Definitions. Key terms are as defined in CIPA. “Inappropriate material” for purposes of this policy includes material that is obscene, child pornography, or harmful to minors. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that: (1) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (2) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (3) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
2. Access to Inappropriate Material. To the extent practical, technology protection measures (or “Internet filters”) shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.
3. Inappropriate Network Usage. To the extent practical, steps shall be taken to promote the safety and security of users of the District’s online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by CIPA, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called ‘hacking,’ and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

4. Supervision and Monitoring. It shall be the responsibility of all members of the staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and CIPA. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Administrator and the Administrator's designees.
5. Social Networking: Students shall be educated about appropriate online behavior, including interacting with others on social networking websites and in chat rooms, and cyberbullying awareness and response. The plan shall be for all students to be provided education on these subjects. The Superintendent or the Superintendent's designee shall be responsible for identifying educational materials, lessons, and/or programs suitable for the age and maturity level of the students and for ensuring the deliver of such materials, lessons, and/or programs to students.
6. Adoption. This Internet Safety Policy was adopted by the Board at a public meeting, following normal public notice.

B. Computer Acceptable Use

This computer acceptable use policy is supplemental to the District's Internet Safety Policy.

1. Technology Subject to this Policy. This Computer Acceptable Use Policy applies to all technology resources of the District or made available by the District. Technology resources include, without limitation, computers and related technology equipment, all forms of e-mail and electronic communications, and the internet.
2. Access and User Agreements. Use of the District technology resources is a privilege and not a right. The Superintendent or designee shall develop appropriate user agreements and shall require that employees, students and their parents or guardians, and others to sign such user agreements as a condition of access to the technology resources, as the Superintendent determines appropriate. Parents and guardians of students in programs operated by the District shall inform the Superintendent or designee in writing if they do not want their child to have access.

The Superintendent and designees are authorized and directed to establish and implement such other regulations, forms, procedures, guidelines, and standards to implement this Policy.

The technology resources are not a public forum. The District reserves the right to restrict any communications and to remove communications that have been posted.

3. Acceptable Uses. The technology resources are to be used for the limited purpose of advancing the District's mission. The technology resources are to be used, in general, for educational purposes, meaning activities that are integral, immediate, and proximate to the education of students as defined in the E-rate program regulations.
4. Unacceptable Uses.

The following are unacceptable uses of the technology resources:

- a. **Personal Gain:** Technology resources shall not be used, and no person shall authorize its use, for personal financial gain other than in accordance with prescribed constitutional, statutory, and regulatory procedures, other than compensation provided by law.
- b. **Personal Matters:** Technology resources shall not be used, and no person shall authorize its use, for personal matters.

Occasional use that the Superintendent or designee determines to ultimately facilitate the mission of the District is not prohibited by this provision. Examples of occasional use that may be determined to ultimately facilitate the mission of the District: sending an e-mail to a minor child or spouse; sending an e-mail related to a community group in which an employee is a member where the membership in the community group facilitates the District's mission.

This occasional use exception does not permit use by employees contrary to the expectations of their position. For example, employees may not play games or surf the net for purposes not directly related to their job during duty time; nor may students do so during instructional time.

The occasional use exception also does not permit use of the technology resources for private business, such as searching for or ordering items on the internet for personal use; or sending an e-mail related to one's own private consulting business.

- c. **Campaigning:** Technology resources shall not be used, and no person shall authorize its use, for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- d. **Technology-Related Limitations:** Technology resources shall not be used in any manner which impairs its effective operations or the rights of other technology users. Without limitation,

1. Users shall not use another person's name, log-on, password, or files for any reason, or allow another to use their password (except for authorized staff members).
 2. Users shall not erase, remake, or make unusable another person's computer, information, files, programs or disks.
 3. Users shall not access resources not specifically granted to the user or engage in electronic trespassing.
 4. Users shall not engage in "hacking" to gain unauthorized access to the operating system software or unauthorized access to the system of other users.
 5. Users shall not copy, change, or transfer any software without permission from the network administrators.
 6. Users shall not write, produce, generate, copy, propagate, or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan horse, or similar name.
 7. Users shall not engage in any form of vandalism of the technology resources.
 8. Users shall follow the generally accepted rules of network etiquette. The Administrator or designees may further define such rules.
- e. Other Policies and Laws: Technology resources shall not be used for any purpose contrary to any District policy, any school rules to which a student user is subject, or any applicable law. Without limitation, this means that technology resources may not be used:
1. to access any material contrary to the Internet Safety Policy; or to create or generate any such material.
 2. to engage in unlawful harassment or discrimination, such as sending e-mails that contain sexual jokes or images.
 3. to engage in violations of employee ethical standards and employee standards of performance, such as sending e-mails that are threatening or offensive or which contain abusive language; use of end messages on e-mails that may imply that the ESU is supportive of a particular religion or religious belief system, a political candidate or issue, or a controversial issue; or sending e-mails that divulge protected confidential student information to unauthorized persons.
 4. to engage in or promote violations of student conduct rules.
 5. to engage in illegal activity, such as gambling.
 6. in a manner contrary to copyright laws.
 7. in a manner contrary to software licenses.

5. Disclaimer. The technology resources are supplied on an “as is, as available” basis. The District does not imply or expressly warrant that any information accessed will be valuable or fit for a particular purpose or that the system will operate error free. The District is not responsible for the integrity of information accessed, or software downloaded from the Internet.
6. Filter. A technology protection measure is in place that blocks and/or filters access to prevent access to Internet sites that are not in accordance with policies and regulations. In addition to blocks and/or filters, the ESU may also use other technology protection measures or procedures as deemed appropriate.

Notwithstanding technology protection measures, some inappropriate material may be accessible by the Internet, including material that is illegal, defamatory, inaccurate, or potentially offensive to some people. Users accept the risk of access to such material and responsibility for promptly exiting any such material.

The technology protection measure that blocks and/or filters Internet access may be disabled only by an authorized staff member for bona fide research or educational purposes: (a) who has successfully completed ESU training on proper disabling circumstances and procedures, (b) with permission of the immediate supervisor of the staff member requesting said disabling, or (c) with the permission of the Administrator. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for a minor to access a site for bona fide research or other lawful purposes provided the minor is monitored directly by an authorized staff member.

7. Monitoring. Use of the technology resources, including but not limited to internet sites visited and e-mail transmitted or received, is subject to monitoring by the administration and network administrators at any time to maintain the system and insure that users are using the system responsibly, without notice to the users. Users have no privacy rights or expectations of privacy with regard to use of the District’s computers or Internet system. All technology equipment shall be used under the supervision of the Superintendent and the Superintendent’s designees.
8. Sanctions. Violation of the policies and procedures concerning the use of the District technology resources may result in suspension or cancellation of the privilege to use the technology resources and disciplinary action, up to and including expulsion of students and termination of employees. Use that is unethical may be reported to the Commissioner of Education. Use that is unlawful may be reported to the law enforcement authorities. Users shall be responsible for damages caused and injuries sustained by improper or non-permitted use.

Legal Reference: Children's Internet Protection Act, 47 USC § 254
47 USC § 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-
rate restrictions)
Neb. Rev. Stat. § 49-14,101.01 (Political Accountability and Disclosure
Act)

Date of Adoption: April 10, 2012
Revised: June 10, 2013
Reviewed: June 9, 2014

West Boyd Public Schools
Addition to Employee Code of Conduct
Appendix "1"

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

ADMINISTRATORS, FACULTY AND STAFF AGREEMENT

In order to make sure that all members of West Boyd Public Schools community understand and agree to these rules of conduct for use of the e-mail and Internet systems of the school district, the West Boyd School District asks that you, as an administrator, faculty member, or staff member user, sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the West Boyd School District, and I understand and will abide by those district guidelines and conditions for the use of the facilities of West Boyd Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the West Boyd Public Schools nor any of its employees nor any of the institutions for networks providing access to West Boyd Public Schools responsible for the performance of the system or the content of any material accessed through it.

Employee's Name _____

Employee's Date of Birth ____/____/____

School _____

Employee's Signature _____ Date: _____

Address _____ City _____, NE

Home Phone No. (____) ____ - _____

This form will be retained on file by authorized
faculty designee for duration of applicable
computer/network/Internet use.

West Boyd Public Schools
Addition to Student Code of Conduct
Appendix "2"

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

STUDENT'S AGREEMENT

In order to make sure that all members of West Boyd Public Schools community understand and agree to these rules of conduct, West Boyd Public Schools asks that you as a student user sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the West Boyd School District, and I understand and will abide by those district guidelines and conditions for the use of the facilities of West Boyd Public Schools and access to the Internet. I further understand that any violation of the district guidelines is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges will be revoked. School disciplinary action and/or appropriate legal action will be taken.

I agree not to hold the West Boyd Public Schools nor any of its employees nor any of the institutions for networks providing access to West Boyd Public Schools responsible for the performance of the system or the content of any material accessed through it.

Student's Name _____

Student's Grade _____ Date of Birth ____/____/____

Student's Signature _____ Date: _____

Address _____ City _____, NE

Home Phone No. (____) _____ - _____

This form will be retained on file by authorized
faculty designee for duration of applicable
computer/network/Internet use.

West Boyd Public Schools
Addition to Student Code of Conduct
Appendix "3"

ACCEPTABLE USE OF COMPUTERS AND NETWORKS

PARENT'S AGREEMENT

In order to make sure that all members of West Boyd Public Schools community understand and agree to these rules of conduct, West Boyd Public Schools asks that you as a parent/guardian sign the following statement:

I have received a copy of, and have read, the Internet Safety and Acceptable Use Policy adopted by the West Boyd School District. As parent or guardian of the student named below, I grant permission for my son or daughter to access networked computer services such as electronic mail (e-mail) and the Internet. I understand that this free access is designed for educational purposes. I also understand that individuals may be held liable for violations of those Terms and Conditions. However, I also recognize that it is impossible to restrict access to all controversial materials and I will not hold West Boyd Public Schools responsible for materials acquired or sent via the network.

I agree not to hold the West Boyd Public Schools nor any of its employees nor any of the institutions for networks providing access to West Boyd Public Schools responsible for the performance of the system or the content of any material accessed through it.

Student's Name _____

Student's Grade _____ Date of Birth ____/____/____

Parent's Signature _____ Date: _____

Address _____ City _____, NE

Home Phone No. (____) ____ - ____ Work Phone No. (____) ____ - ____

Fax No. (____) ____ - ____

This form will be retained on file by authorized
faculty designee for duration of applicable
computer/network/Internet use.