

**BOARD OF EDUCATION  
YUTAN PUBLIC SCHOOLS**

**BOARD MEETING MINUTES  
6:00 P.M.**

**HIGH SCHOOL BOARD ROOM  
April 8, 2013**

- A. Call to Order by President Jill Karloff at 6pm.**
- B. Pledge of Allegiance**
- C. Roll Call: Jill Karloff, Dan Josoff, Stephanie Mueller, Chad Karloff, Stephanie Egr, Joe Vandenack.**
- D. Notices**
  - Open Meetings Act** – The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. **The Open Meeting Act was posted and referred to by President Karloff.**
- E. Citizen comments:** (Generally allowed 5 minutes per individual)
  - 1. Citizen Comments (please sign-in prior to addressing the Board)  
**None**
- F. Consent Agenda:** (Note: Items on the consent agenda are considered routine and will be acted under one motion. There will be no separate discussion of these items at the meeting unless a Board member requests an item to be removed from the agenda for separate action.)
  - 1. Approval of Agenda. (pg 1-6)  
**Motion to approve agenda as presented by Chad Karloff, second by Danielle Egr.**  
**Roll Call: 6 Yes 0 No**
  - 2. Approval of Minutes of the Monday, March 11, 2013, 6:00 PM Regular Meeting (pg 7-10)  
**Motion to approve by Stephanie Mueller second by Danielle Egr.**  
**Roll Call: 6 Yes 0 No**
  - 3. Approval of bills and payment (pg 11-12) – financial reports as submitted. (pg 13- 38 )  
**Motion to approve by Chad Karloff second by Stephanie Mueller.**  
**Roll Call: 6 Yes 0 No**

# CONSENT ITEMS FOR PAYMENT

## YUTAN PUBLIC SCHOOLS

DATE: 03-31-13

Fund	DATE	Checks	Vendor	Explanation	Amount
<b>Special Building</b>					
	4/8/2013	549	MIDWEST TRACK	TRACK PATCH	\$235.00
				<b><u>Total Special Building</u></b>	<b><u>\$235.00</u></b>
<b>Depreciation</b>					
				<b><u>Total Depreciation</u></b>	<b><u>\$0.00</u></b>
<b>General</b>					
Board Bills	4/8/2013	13877	13936		\$45,112.53
Payroll	4/19/2013	20380	20405		\$181,421.22
Direct Deposit	4/19/2013	3606	3682		\$153,508.20
				<b>Total General Fund</b>	<b>\$380,041.95</b>
				<b><u>TOTAL PAYMENTS</u></b>	<b><u>\$380,276.95</u></b>

### G. Items Removed From the Consent Agenda for Separate Action

1. None

### H. Monthly Reports

1. Teacher or Special Report
2. Administrators Reports (pg 39-41)
3. Superintendent's Comments
4. Board Comments/Announcements

**Mr. McNamara reported on the Remember Our Fallen Assembly and Display, Summer School, Prom Recap, Math Textbook selection, Kole Liermann's Gilson Award.**

**Mr. Hoegh reported on 3-6 NeSa Testing, Staff Appreciation at the Elementary and Summer School offered for K-6 grades.**

## I. Business Items

### 1. Technology Update

- a. Virus protection and update - Mrs. Arensberg
  1. **Information only. The school has installed anti-virus / anti-worm software with ESU 2 Tech staff support. So far this system has protected the computer operating systems and servers. Fortinet replaces Lightspeed.**
- b. Needs assessment – Mr. Hoegh & Mr. McNamara & Mrs. Arensberg
  1. **Information only. The current 2013 computer inventory was presented. The bulk of the inventory is 6-8 years old. Many of the student and teacher laptops are beginning to not function or support the latest applications and software.**
- c. Technology Plan
  1. **Information only. The 2013-2014 and 2014-2015 Preliminary Technology Plan was presented. Elementary I-Mac Lab, updated teacher desktops, laptops, portable carts with updated student laptops, and accompanying software are part of this preliminary plan. Formal purchasing presentation in May.**
- d. Consider the Technology financing and Technology Coop Intent Resolution (42-44)
  1. **Information only.**

### 2. 2013 Graduating Class approval (pg 45 )

**Motion to approve the 2013 graduating class of 35 students upon final completion of all required coursework by Danielle Egr second by Chad Karloff.**

**Roll Call: 6 Yes 0 No**

### 3. Policy Updates and Revisions

- a. Second reading - Policy 6400 Progress (pg 46-53)
  1. **Motion to approve final reading of Policy 6400 with revisions by Chad Karloff second by Danielle Egr.**  
**Roll Call: 6 Yes 0 No**
- b. Review Policy 5350 , Item # 16, district cost of bus driver physical examinations (pg 54-56)
  1. **Motion to increase the allowed reimbursement physical examination rate from \$70.00 to the amount based on the current Midwest Minor Medical fee which is set in Policy 5350, Item #16, by Joe Vandenack, second by Chad Karloff.**  
**Roll Call: 6 Yes 0 No**

c. Policy review 6100-6200 (pg 57-65)

**1. Motion to approve first reading of Policy 6100-6200 with corrections by Chad Karloff second by Danielle Egr.**

**Roll Call: 6 Yes 0 No**

4. 2013-14 Budget Update (pg 66-71)

**Information only. Mr. Johnson presented historical budgetary trends, anticipated budget increases, anticipated purchases, and potential levy scenarios as they pertain to the 2013-2014 school year.**

5. Building and Grounds

a. Completion of the fire sprinkler is awaiting the Fire Marshall's approval  
– no change in status

**Information only.**

b. 2013 summer projects

- Elementary gym, four florescent fixtures to finish lighting plan,  
(Ortmeier Electric)

- Finish the concrete south of HS parking area, our custodians will  
do it

**Information only.**

6. Staffing

a. Recommendation to approve Alyssa Pascarelli for 1 FTE 3<sup>rd</sup> grade  
teacher, Step 1 Salary Schedule - Mr. Hoegh,

**Motion to confirm the approval of Alyssa Pascarelli for 1 FTE 3<sup>rd</sup> grade  
teacher, Step 1 salary schedule by Chad Karloff, second by Stephanie  
Mueller.**

**Roll Call: Yes -Jill, Chad, Danielle, Stephanie, No - Dan , Abstention -  
Joe**

b. Recommendation to approve Alissa Ellis for .5FTE SPED/Enrichment,  
Step 1 salary schedule - Mr. Hoegh

**Motion to confirm the approval of Alissa Ellis for .5FTE  
SPED/Enrichment, Step 1 salary schedule by Stephanie Mueller,  
second by Chad Karloff.**

**Roll Call: Yes -Jill, Chad, Danielle, Stephanie, No - Dan , Abstention -  
Joe**

c. Assignments filled for part-time nurse and head football – Supt. Johnson  
**Information only. Amy Krajicek will be assigned the part-time nursing  
position. Current Assistant, Dan Krajicek will be assigned the Head  
Football Coaching assignment.**

- d. 2013-14 personnel list presented for review (pg 72-73 )  
**Information only.**

Board Meeting Minutes April 9, 2012 Pg. 5

- e. Extra-curricular updated assignments for 2013-14 (pg 74 )  
**Information only.**

7. Classified Staff

- a. Revised classified salary/benefit schedule (starting salary) recommendation (pg 75 )

**Motion to approve the revised classified salary/benefit schedule to include a beginning employee salary/benefit tier as presented with the current tier, effective immediately by Chad Karloff, second by Dan Josoff.**

**Roll Call: 6 Yes 0 No**

- b. Classified Staff Agreements and attorney memorandum (pg 76-86)  
**Information only:**

- 8. Hayes Field Lights – request for final payoff and city/school status - Joe Vandenack and Dan Josoff can give an update on the field’s condition, summer youth usage, and volunteer upgrade plans.

**Motion to pay the final payment on the Hayes field lights at a cost of \$735.00 by Jill Karloff, second by Danielle Egr.**

**Roll Call: 6 Yes 0 No**

- 9. Jr. & Sr. High Handbook approval recommended

**Motion to approve the Jr/Sr High School 2013-2014 Student-Parent as presented by Chad Karloff, second by Dan Josoff.**

**Roll Call: 6 Yes 0 No**

- a. Elementary Handbook review

**Information only.**

- 10. Classified Staff Salary decision

**Motion to approve Classified Staff Salary at a 2.5% increase for 2013-2014 by Stephanie Mueller, second by Jill Karloff.**

**Roll Call: 5 Yes Abstention - Danielle**

**Motion to go into closed session at 9:10 by Chad Karloff, second by Dan Josoff.**

**Roll Call: 6 Yes 0 No**

**Came out of closed session at 9:40.**

11. Administrative Salary recommendation and decision (pg 87)

**Motion to approve the 2013-2014 Administrative Salary increase at a 3.25% for Trevor Hoegh, Elementary Principal by Chad Karloff, second by Dan Josoff .  
Roll Call: 6 Yes 0 No**

**Motion to approve the 2013-2014 Administrative Salary increase at a 3.25% for Tim McNamara, Secondary Principal by Chad Karloff, second by Dan Josoff .  
Roll Call: 6 Yes 0 No**

**Motion to approve the 2013-2014 Administrative Salary increase at a 3.25% for Kevin Johnson, Superintendent by Chad Karloff, second by Dan Josoff .  
Roll Call: 6 Yes 0 No**

**J. Reports/Discussion Items**

12. Teacher Appreciation, **Friday, May 10<sup>th</sup> at 2:45 at the HS.**  
**Information only:**

13. ESU2 service profile – SPED and Service Credit Dollars (pg 88)  
**Information only:**

**K. May 13, 2013 - Board Meeting Agenda Items**

1. Elementary Handbook
2. YPS Foundation Officer Approval
3. Budget Development
4. Preschool Tuition
5. Hot Lunch pricing
6. Set Date/Time for Budget Workshop

**NEXT BOARD MEETING** – The next regular meeting of the Board is scheduled for Monday, May 13, 2013, at 6:00 PM, in the High School Board Room.

Respectfully submitted,

Tim McNamara, Yutan Secondary Principal