

**BOARD OF EDUCATION
YUTAN PUBLIC SCHOOLS**

**SPECIAL MEETING MINUTES
5:15 P.M.**

**HIGH SCHOOL BOARD ROOM
November 11, 2013**

A. Call to Order by President Jill Karloff at 5:15.

B. Roll Call: Chad Karloff, Danielle Egr, Dan Josoff, Joe Vandenack, Stephanie Mueller, Jill Karloff.

C. Notices:

Postings – The advanced notice for all School Board meetings, except emergency meetings shall be either publication (Wahoo paper), or by posting in public places (entrance of the Yutan High School, the Post Office, and the Yutan Bank). Policy 1540

Agenda – The agenda shall be kept current and available for public inspection at the Superintendent’s office during normal business hours and on the school district website, except for items of emergency nature. The order of the items on the agenda can be changed by the board at the meeting.

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.

Instructions for those who wish to speak during citizen comment time – The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the Board shall set thirty minutes aside for citizen participation at all regular monthly meetings. Policy 1600 – Procedure for Addressing the Board, is made available in the meeting room.

NONE

Closed Session – The Board of Education reserves the right to go into closed session for any agenda item for which it is deemed necessary to discuss any matter for which is appropriate by law and according to Policy 1550.1.

NONE

D. Business Items

Architects’ Presentations:

5:15 PM – SEArch

Steve Eveans

5:30 PM – Carlson West Povondra

Jon Carlson

5:45 PM – Alley Poyner Macchietto

Jay Palu

Information only. Three different architectural groups presented on the topic of renovating the Community Building.

REGULAR BOARD MEETING
6:00 P.M.

HIGH SCHOOL BOARD ROOM
November 11, 2013

A. Call to Order at 6:30 by President Jill Karloff.

B. Pledge of Allegiance

C. Roll Call: Chad Karloff, Danielle Egr, Dan Josoff, Joe Vandenack, Stephanie Mueller, Jill Karloff.

D. Notices:

Postings – The advanced notice for all School Board meetings, except emergency meetings shall be either publication (Wahoo paper), or by posting in public places (entrance of the Yutan High School, the Post Office, and the Yutan Bank). Policy 1540

Agenda – The agenda shall be kept current and available for public inspection at the Superintendent’s office during normal business hours and on the school district website, except for items of emergency nature. The order of the items on the agenda can be changed by the board at the meeting.

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.
Open Meetings Act was posted.

Instructions for those who wish to speak during citizen comment time – The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the Board shall set thirty minutes aside for citizen participation at all regular monthly meetings. Policy 1600 – Procedure for Addressing the Board, is made available in the meeting room.

None

Closed Session – The Board of Education reserves the right to go into closed session for any agenda item for which it is deemed necessary to discuss any matter for which is appropriate by law and according to Policy 1550.1.

None

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

Motion to approve agenda as presented by Chad Karloff, second by Stephanie Mueller.

Roll Call: 6 Yes 0 No

2. Approval of the Minutes

- a. Minutes of the Monday, September 9, 2013, 5:40 PM Budget Hearing, 5:50 PM Special Tax Request Hearing, and 6:00 PM Regular Meeting
- b. Minutes of the Monday, October 14, 2013, 6:00 PM Regular Meeting

Motion to approve the September and October minutes as presented by Stephanie Mueller, second by Chad Karloff.

Roll Call: 6 Yes 0 No

3. Approval of bills and payment– financial reports as submitted (if available for meeting)

Motion to approve bills and payment and financial reports as submitted by Stephanie Mueller, second by Chad Karloff.

Roll Call: 6 Yes 0 No

G. Items Removed From the Consent Agenda for Separate Action

1. NONE
-

H. Monthly Reports

1. Teacher or Special Report
 2. Administrators Reports
 3. Superintendent's Comments
 - a. Review Nov. – Feb. board meeting agenda items
 4. Board Comments/Announcements
- Mr. Hoegh spoke on Maps Testing and the Enrichment Program at the Elementary.**
Mr. McNamara spoke on the Red Cross Blood Drive, Veterans Day Program, and the School Improvement Visitation.
Mr. Johnson reviewed November – February future agenda items.

I. Business Items

1. Architect decision and planning for City Auditorium
Motion by Dan Josoff, second by Chad Karloff to appoint the Architectural Firm of Alley-Poyner-Macchietto to begin the Community Building Renovation concepts.
Roll Call: 5 Yes 1 No (Stephanie Mueller – No)

2. Building & Grounds
 - a. City Auditorium – take action to approve purchase agreement and deed
 - Needs and Expenses review

Motion to approve the purchase agreement dependent on a review by the school attorney regarding the knowledge of hazardous materials on the property and deed to the Yutan Community Building by Joe Vandenack, second by Danielle Egr.

Roll Call: 6 Yes 0 No

- b. Future Expenditure Report
Information only. Update on OPPD and MUD expenses. Also discussed - purchasing insulation for energy savings, fixing the restrooms and existing door upgrades discussed.
3. Policy Updates and Revisions
 - a. First Reading - Policy 6160 Option Enrollment (waiting for legal review)
 - b. First Reading - Policy 2195 Employment of Family Member Protocol (waiting for legal review)

Tabled

4. City of Yutan's request for board review and consideration for the Itan Parkview Subdivision Phases 2 and 3 preliminary plat.
Information only. Review of submitted plot and plans.

5. Resignation of Business Manager, Mary Jo Wolf
Tabled
6. The new evaluation instrument for the superintendent that is being considered will need board approval.
Motion to approve new evaluation instrument for the superintendent as presented by Chad Karloff, second by Stephanie Mueller.
Roll Call: 6 Yes 0 No
7. Local substitute request
Tabled

J. Reports/Discussion Items

8. Audit Report
Information only.
9. Boston Educational Trip Update – Mr. McNamara
Information only.
10. Multicultural Report – Mr. McNamara & Mr. Hoegh
Information only.
11. Staff Holiday Event - was in January last year.
Motion to approve \$150 for the staff holiday event by Chad Karloff, second by Jill Karloff.
Roll Call: 6 Yes 0 No
12. Clarification of a state statute that applies to immediate family members in schools for employees having the responsibility to hire was discussed. The employment of Shelby Johnson for summer weight training supervision which applies to the statute was presented.
13. Board Retreat Update –planned for November 14th @ 7:00 PM
Information only.
14. Superintendent Formative Evaluation
Information only.
15. NASB/NASA State Conference November 20-22 - Danielle Egr, Jill Karloff and Kevin Johnson are planning to attend.
Information only.

NEXT BOARD MEETING – The next regular meeting of the Board is scheduled for Monday, December 9, 2013, at 6:00 PM, in the High School Board Room.

Motion to adjourn at 8:30.

Respectfully Submitted,

Tim McNamara Jr/Sr High School Principal

