

**LAKEVIEW COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
MINUTES**

**Kind of Meeting:** Regular Meeting

**Meeting Date:** June 12, 2017

**Presiding Officer:** Keith Runge

**Member Roll Call**

Jerry Jaixen	Present
Ryan Loseke	Present
Dan Pabian	Present
Keith Runge	Present
Mary Ann Schreiber	Present
Jeremy Sprunk	Present

**Others Present**

Aaron Plas, Superintendent	Present
Steve Borer, Principal	Present
Quentin Witt, Principal	Present
Josh Graves, Principal	Present
Jake Shadley, Asst. Principal/Activities Dir.	Present

**Regular Board Meeting**

**1. Opening procedures**

- 1.1 Call to Order – President Keith Runge called the regular meeting to order at 8:02 p.m.
- 1.2 Pledge of Allegiance was led by Dan Pabian.
- 1.3 Open Meetings Act – Chairman Runge noted the meeting would follow the open meeting act and posted in room.
- 1.4 Verification of Publication and Notification – The agenda was posted in all school buildings and the meeting noticed was published in The Columbus Telegram.
- 1.5 Roll Call – All members were present.
- 1.6 Excuse Board Member Absence – There were no board members absent.

2. **Approval of Agenda** – It was moved by Jaixen and seconded by Loseke to approve the agenda as presented. On roll call vote, 6-0, motion carried.

3. **Staff/Student Presentations** – None.

4. **Recognition of Visitors/Communications from the Public** – Columbus Telegram-Julie Blum.

5. **Public Comments** – None

**5.1 Administrative Reports:**

- 5.1 Dr. Plas – See report – Budget Update  
Mr. Borer – See report  
Mr. Graves & Mr. Witt – See report  
Mr. Shadley – No written report/Summer Sports Camps taking place/Summer Fun

**6. Action Items**

- 6.1 Consent Agenda: Minutes of Previous Meeting, Monthly Financial Report, Payment of Invoices Including Building Fund – It was moved by Pabian and seconded by Sprunk to approve the consent agenda as modified. On roll call vote, 6-0, motion carried.
- 6.2 Approval of Resignations – It was moved by Loseke and seconded by Jaixen to approve the resignation of Tom Nelson as HS Business teacher and thank him for his service. On roll call vote, 6-0, motion carried. It was moved by Pabian and seconded by Sprunk to approve the resignation of Susan Smith as Para at SC and Elizabeth Perez as ELL Para at LV and thank them for their service. On roll call vote, 6-0, motion carried. It was moved by Jaixen and seconded by Sprunk to approve the resignation of Brad Hinrichs as Custodian at LV. On roll call vote, 6-0, motion carried.
- 6.3 Approval of Contracts – It was moved by Sprunk and seconded by Jaixen to approve Tara Dlouhy as HS Business Teacher & FBLA Sponsor at LV and Jennifer Hanna as FCS teacher at LV Jr/Sr High. On roll call vote, 6-0, motion carried. It was moved by Pabian and seconded by Schreiber to approve the Paras as Presented. On roll call vote, 6-0, motion carried. (Sarah Wall, Amanda Mangels & Doreen Runge at SC/Lori Hartl at PC) It was moved by Loseke and seconded by Jaixen to approve Extra-Curricular Assignments are Listed. On roll call vote, 6-0, motion carried. (Becky Vinson/Asst. One Act, Alyssa Fischbach/JV Girls BB, Zach Reeves/Asst. FB, Kendall Knapp/7<sup>th</sup> Grade VB)
- 6.4 Board Policies – The BOE Policy Committee met May 4<sup>th</sup> to discuss policy recommendations by NASB. Dr. Plas presented the policies. It was moved by Schreiber and seconded by Jaixen to waive second reading and approve on first the Board Policies as presented. On roll call vote, 6-0, motion carried. Board Policies: 607.09 Service Animals, 706.07 Suspension and Debarment, 508.13 School Wellness, 802.05 Free or Reduced Cost Meals Eligibility and Meal Charges, 804.09 Data and Security, 804.01R1 Procedure for Breach of Computerized Personal Information, 509.03 Student and Staff Memorials, 503.09 Homeless Children and Youth, 410.03 Certified FMLA, Support Staff FMLB.

- 6.5 Approval of Elementary Handbook for 2017-18 – No recommended updates other than updating staff assignments. It was moved by Loseke and seconded by Sprunk to approve the Elementary Handbook for 2017-18. On roll call vote, 6-0, motion carried.
- 6.6 Approval of Jr/Sr High Handbook for 2017-18. Mr. Borer presented the proposed changes. It was moved by Pabian and seconded by Loseke to approve the Jr/Sr High School Handbook for 2017-18. On roll call vote, 6-0, motion carried.
- 6.7 Approval of Faculty Handbook for 2017-18. Administration presented the LCS Faculty Handbook proposed changes. It was moved by Sprunk and seconded by Jaixen to approve the LCS Faculty Handbook for 2017-18. On roll call vote, 6-0, motion carried.
- 6.8 Student Fees Hearing Review – No comments from the public on the proposed student fees for the 2017-18 school year.
- 6.9 Approval of Student Fees for 2017-18. All fees will remain the same except proposing a new fee of \$35 for Robotics. Discussion was held. It was moved by Pabian and seconded by Sprunk to approve the Student Fees for 2017-18 as presented. On roll call vote, 6-0, motion carried.
- 6.10 Review of Staffing for 2017-18. Dr. Plas presented the Para Educator Staffing List for 2017-18. It is the same number of para staffing for 2017-18 as for the 2016-17 school year.
- 6.11 Approval of Activity Assignments for 2017-18 school year. The list of Lakeview Extra Duty Staff for 2017-18 was presented. Short discussion was held. It was moved by Schreiber and seconded by Sprunk to approve the Activity Assignments for 2017-18 as presented. On roll call vote, 6-0, motion carried.
- 6.12 Approval of Substitute Pay for 2017-18. Dr. Plas presented an array of the Teaching Substitute Pay. Lakeview ranks 4<sup>th</sup> on the array of nine schools. Discussion was held. No action was taken. Dr. Plas presented an array on the Para Substitute Pay. The para substitute pay was 8<sup>th</sup> out of the array of nine schools. Discussion was held. It was moved by Pabian and seconded by Loseke to approve increasing the Para Substitute Pay .50 to \$9.50 for the 2017-18 school year.
- 6.13 District Projects Updates/Purchases:
- 6.131 Summer Projects/District Purchases:  
Dr. Plas gave an update on the approved projects. See List.  
Well Update: Test hole has been drilled and is at the state office for testing.  
Septic System Update: Rain has delayed the perk test, but it has been completed and waiting for the results.
- 6.132 Other District Purchases – Rita/Kim/Tracy have conducted months of research on a Document Management System for Lakeview Community schools. This will allow for digitization of contracts, invoices, bank documents, payroll documents, employee benefit documents, personnel files and student records. They are recommending to contract with ESU 10 using the Laserfiche program. The costs were presented. The reasons Laserfiche was chosen were presented. ESU 10 would house the server, they have developed the software specifically for schools, will provide more cost effective professional development, consultation and services, the consortium will assist to develop software products and improve their current products with schools as their primary clients. Discussion was held. It was moved by Schreiber and seconded by Jaixen to purchase the Laserfiche DMS program through ESU 10. On roll call vote, 6-0, motion carried.  
Lakeview Office Remodel – Dr. Plas presented the original proposal and presented a new proposal for the remodel. Rita and Kim are in need of additional working space. Dr. Plas recommended the new proposal that would create one new office space for Kim and remodel Rita's current office. Discussion was held. It was moved by Schreiber and seconded by Pabian to approve the new proposal for the remodel. On roll call vote: Sprunk-yes, Pabian-yes, Loseke-yes, Schreiber-yes, Jaixen-no, Runge-no. 4-2, motion carried.
- 7.0 Board Committee Reports –  
Americanism/Curriculum/Technology – Potentially based on how curriculum develops  
Building & Grounds – As needed  
Budget – Met on 6/12 before the regular board meeting  
Policy – Will meet when new policies are rolled out from NASB  
Negotiations – No need at this time
- 9.0 Announcements:  
Regular Board Meeting will be on 7/10 at **8:00 pm**
- 10.0 Adjournment – It was moved by Jaixen and seconded by Sprunk to adjourn the meeting. All in favor-Aye. Chairman Runge declared the meeting adjourned at 9:48 pm.

Respectfully submitted,

Mary Ann Schreiber  
Secretary