

Notice of the February 3, 2018, Board of Education Special Meeting (Annual Board Retreat) was posted at Harrisburg U.S. Post Office, Banner Capital Bank, Banner County Courthouse, and Banner County School.

Present Board Members: Wittni Boettcher, Barbara Cross, Ron Johnson, Grant Lerwick, Charity May, and Douglas Olsen. Superintendent Lana Sides and Principal Charles Jones were present.

President Charity May called the Special Meeting - Retreat of the Banner County School BOE to order at 8:00 AM and stated that the Nebraska Open Meetings Act is posted.

Board President Charity May stated the following: Welcome guests. Does anyone in the audience wish to address an item on the agenda? Visitors will be required to identify themselves if they speak at this meeting. A time limit of five minutes per speaker will be allowed. Not more than a total of twenty minutes will be allowed for the presentation of any specific topic, as per BOE Regulation 204.12R1. Does anyone need special accommodations to hear the proceedings? I want to remind you that the board meeting is a business meeting open to the public but it is not a public meeting. No guests addressed the BOE.

Motion Passed: Approve the agenda for the February 3, 2018, Special Meeting - Retreat of the Banner County BOE, passed with a motion by Douglas Olsen and a second by Ron Johnson.

Wittni Boettcher: Yea, Barbara Cross: Yea, Ron Johnson: Yea, Grant Lerwick: Yea, Charity May: Yea, Douglas Olsen: Yea

The following items were discussion items, not items to consider and take action.

- 1. Review 2017 District/Board-Superintendent Goals:** A Letter to the Editor, addressing Board Goals, from the Bridgeport BOE members was read.

The following 2017 Banner County School Board/Superintendent goals were reviewed:

- 1) Human Resources:** Show a commitment to professional development needs and the acquisition of necessary skills at all levels. Continually work for positive staff, administration, and Board relations.
-Superintendent Performance Goals
 - Work with Principal to ensure purposeful, motivational, and relevant professional development for all staff.
 - Maintain practices that will ensure current and future staff members are the best qualified personnel, and provide the board with monthly staff updates.
 - Continue to mentor principal with excellence in teaching and staff collaboration as the focus goals.
 - Recognize outstanding commitment, contributions, & milestones (including articles in the local media) of staff & patrons as a way to build relationships & team spirit.
- 2) Achievement:** Ensure students in every grade make steady progress toward meeting and/or exceeding grade level standards in core academic subjects through curriculum and instruction that is rigorous and relevant.
-Superintendent Performance Goals
 - Facilitate & monitor School Improvement Plans with District/Board goals & expectations. Communicate SIP progress to Board & community.
 - Enhance oversight of leadership in improving student achievement and academic rigor. Work with principal and teachers on curriculum.
 - Recognize &/or reward outstanding achievement & milestones of students.
- 3) Communication:** Continue to promote Banner County School District and the benefits of its educational programs. Engage the community, staff, families, students and other stakeholders in supporting our school and improving educational outcomes for all students. Board members will strive to visit school classes one day a year.
-Superintendent Performance Goals
 - Prioritize superintendent communication with community and staff, with a focus on perception that the superintendent is approachable.
 - Focus on a creative promotion plan that highlights student benefits of attending Banner County School, including more updates and school promotions on the website.
 - Communicate to all staff the importance of creating a school climate/culture that is positive within and welcoming to all that come to the school.
 - Communicate openly with BOE members in requesting opinions and asking for help.
- 4) Facilities / Technology:** The District will provide safe, modern and well maintained facilities that reinforce and foster the District's commitment in providing excellent educational programs.
- Superintendent Performance Goals
 - Work with Transportation & Grounds Committee in reviewing short term and long range plans that identify facility needs encompassing best educational practices, physical condition, & future needs.

- Continue improvements to the District's technology infrastructure and program, with teacher input considered.
 - Provide adequate tools and training for teachers across all grades to be knowledgeable and current in integrating technology into curriculum and instruction.
- 5) **Fiscal Responsibility:** Demonstrate fiscally responsible practices with a sound balance of utilizing funds and keeping an adequate financial reserve to ensure long-term fiscal stability for the District.
- Superintendent Performance Goals
 - Work with Board, through budget workshops, in examining expenditures, revenue, and taxpayer levies as the annual budget is developed.
 - Establish priorities and controls based on short and long-range planning which ensures spending in a responsible manner.
 - Maintain budgeting process flexibility in order to adapt to unpredictable changes in funding.
2. **Board of Education Evaluation:** Board members collectively completed the "Board of Education Evaluation Instrument."
3. **Student Enrollment:** Superintendent Sides presented a Student Enrollment Chart based on enrollment numbers for 20 years, an Option In Students chart, and an Option Out Students chart.
- a. **Preschool:** Banner County School Early Childhood Program enrollment and funding was reviewed.
4. **School Calendar 2018-2019:** Principal Jones presented School Calendar information, including 4 calendar options. The BOE will consider the Friday Early Out Calendar and the Friday Regular Schedule Calendar with more teacher workdays included.
5. **Outreach Committee:** Principal Jones reported Outreach Committee updates, including a planned school carnival for March 23.
6. **School Improvement Goals:** The BOE reviewed the School Improvement process and the following school goals and mission statement:
Goal #1 - Banner County School will work to improve student reading comprehension through multiple strategies across the K-12 curriculum.
Goal #2 - All students will demonstrate positive character traits of respect and responsibility within the school community.
Mission Statement - "Preparing All the Students of Today for the World of Tomorrow" An article on the meaning of the 900 Club will be published.
7. **State of the Schools Report & Annual Report to Patrons:** The BOE discussed the Annual Report to Patrons and the State of the Schools report for Banner County School.
8. **Staff Evaluation Schedule and Certifications:** Principal Jones presented the Staff Evaluation Schedule and the Teacher Evaluation Instrument/Form. Superintendent Sides reviewed the following staff certifications:
- Certified Staff Certificates 2017-18
 - Classified Staff Certificates 2017-18
 - Bus Driver Certificates 2017-18
9. **Breakfast Program:** School breakfast participation was discussed and charts of monthly participation were presented.
10. **Technology Vision:** The following Technology Vision was reviewed: All students and staff members will have reliable and ready access to technology that supports learning, enhances access to information, and provides students with opportunities to develop and master skills for success in college and the workforce.
- a. **One-to-One Computers:** The following information was reviewed:
 - i. The 9-12 students have one-to-one computers and take their computers home during the school year.
 - ii. The 7-8 students have one-to-one computers and leave their computers at the school every night.
 - iii. The elementary has one computer cart with 26 new computers.
1. **Extra Curricular Activities:** Kari Gifford, Activities Director, addressed the BOE about extracurricular activities.
2. **Building and Facility Maintenance Plan:** The Short & Long Term Building & Facility Maintenance Plan was reviewed.
- a. **School Security:** The BOE discussed the enhancement of school security.
3. **School Transportation:** Superintendent Sides presented a summary of the bus routes, mileage for each route, and yearly mileage for each school vehicle.
4. **Policy Review:** Banner County School utilizes the NASB Policy Update service. All BOE policies were

updated or new in July 2014.

- a. **Superintendent Evaluation Tool:** The BOE discussed the need for a new Superintendent Evaluation tool. The Board Personnel and Negotiations Committee will work on developing the new evaluation tool.
 - b. **Job Descriptions:** Employee Job Descriptions were updated August 2015. The previous Job Descriptions were written in 1997. The updated job descriptions are posted on the school website with Board Policies.
- 5. Revenue Report - Grants and Receipts:** The BOE reviewed the following financial reports:
- Grants & Receipts 2017-18
 - Certificates of Deposit 2-1-18
 - State Aid 2018-19
- 6. Superintendent Recognition:** The BOE discussed superintendent recognition.
- 7. 2018 District-Board-Superintendent Goals:** The BOE discussed possible updates for the 2018 Board/Superintendent Goals. The 2018 goals will be updated as the Board and Superintendent Evaluation tools are updated.
- The following Board Leadership, as outlined by NASB, was reviewed:
- Duties of BOE and Superintendent
- 1) The BOE Adopts Goals, Adopts Policies, and Evaluates Results.
 - 2) The Superintendent Develops Plans, Implements Plans, and Monitors Progress.

Next Meeting: Regular Meeting: February 12, 2018, 7:00 PM

Motion Passed: Adjourn the meeting at 12:39 PM, passed with a motion by Grant Lerwick and a second by Barbara Cross.

Wittni Boettcher: Yea, Barbara Cross: Yea, Ron Johnson: Yea, Grant Lerwick: Yea, Charity May: Yea, Douglas Olsen: Yea