

Holton USD #336  
Board of Education --First Regular Meeting  
July 12, 2004, 7:00 p.m.

**MEMBERS PRESENT:** Alan Bagby, Jim Chamberlain, Keith Eubanks, Roger Heckerson, Brent Nelson, Mark Pruett, Joni White.

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Brad Rahe, Jo Krogman, Alan Beam, Rich Bechard, Jay D. Nelson, Susan Sipe, Mark B. Wilson, Christopher Fletcher, Rex Green, David Marten, David Powls, Joe Schneider, Tom Sextro, Kent Stewart, Marvin Stous.

Member Eubanks called the meeting to order at 7:00 p.m.

**A motion was made by Member Chamberlain and seconded by Member Pruett** to approve the amended agenda of the July 12, 2004, first regular board meeting. Motion carried, 7-0.

**A motion was made by Member Bagby and seconded by Member Nelson** to approve the amended minutes of the June 10, 2004, first regular board meeting and Special meeting of June 25, 2004. Motion carried, 7-0.

**A motion was made by Member Chamberlain and seconded by Member Pruett** to approve the warrant numbers 34752 through 35119 and July payroll as presented. Motion carried, 7-0.

#### **COMMUNICATIONS:**

Dr. Kent Stewart updated the board on the progress of the study he is conducting for them and he requested directive for its conclusion. He recommended the appointment of a community committee to study the district needs and assess the community commitment to facilities. He suggested the board submit names of organizations or groups of individuals and the organizations then select their representative to serve on the committee (i.e., Lions, Senior Citizens Center, Ministerial Alliance, etc.). He further recommended the committee be no more than 18 members. He would have finalized study to present to the board in September at which time the committee could begin work. Hopefully they would have recommendations to the board by December. The board could then take whatever action was appropriate.

#### **OLD BUSINESS:**

Supt. Rahe requested board review the lease for the Banner Creek Science Center as approved by the Jackson County Commission. Board consensus to have attorney review lease, may need release from lease, if construction not completed. They would also like to see a business plan and documentation of what the federal funds will cover and when they will be received. Action tabled until next meeting.

#### **NEW BUSINESS:**

Member Eubanks opened the floor for nominations for board president.

**A motion was made by Member Chamberlain and seconded by Member Nelson** to nominate Roger Heckerson as board president, and to further cease nominations. Motion carried, 6-1 (Heckerson, abstaining).

President Heckerson presiding

President Heckerson then opened the floor for nominations for vice-president.

**A motion was made by Member White and seconded by Member Nelson** to nominate Jim Chamberlain as board vice-president, and to further cease nominations. Motion carried, 6-1 (Chamberlain, abstaining).

David Powls took photos of the board members present for publication in *The Holton Recorder*.

**A motion was made by Member Bagby and seconded by Member Pruett** to approve agenda items 3 through 19 as follows:

3. Appoint Juanita (Jo) Krogman as board clerk;
4. Appoint Mary Shupe as board treasurer;
5. Appoint Supt. Rahe as the official officer for all state and federal reports, regulations, and federal programs, and local homeless child liaison;
6. Approve resolution stating USD 336 will be in compliance of all HEW regulations for nondiscrimination;
7. Approve *The Holton Recorder* as the official newspaper for the district;
8. Approve WIBW as the official radio station;
9. Approve signature facsimiles for the superintendent and one for the new board president;
10. Approve the 1,116 hour calendar for 2004-05 school year;
11. Approve waiver for requirements for generally accepted accounting principles as per KSA 75-1120a;
12. Approve Juanita (Jo) Krogman as the designated agent for all KPERS reports for school year 2004-05;
13. Approve the adoption of the early payment policy (K.S.A.12-105(b)) for school year 2004-05;
14. Appoint Mark C. Wilson as the hearing officer for free and reduced meal application appeals for school year 2004-05.

15. Approve the principal of each building as the truancy officer for their building for the district (K.S.A. 72-1113) for school year 2004-05.

16. Appointed Mark Pruett as the Governmental Relations Network representative for Holton USD 336 for school year 2004-05.

17. Approve the Holton National Bank and the Denison State Bank as official depositories with the Holton National Bank to handle checking/savings accounts for the 2004-05 school year.

18. Approve to increase the district mileage rate to 37 cents per mile for the 2004-05 school year the same rate as paid by the State.

19. Approve the Food Service Renewal Agreement for 2004-05.

Motion carried, 7-0.

Supt. Rahe presented the preliminary budget for 2004-05 school year and requested board set August 9, 2004 as the date for hearing. He noted the budget as it was prepared would increase the mill rate .981. He further stated that the State Department and the auditor both recommended not dropping the Capital Outlay to .25 but rather to set it at 1.25 or 2.25. If major work is to be done on district facilities the funds would not be replenished at .25 mills. It was noted also that the current levy expires in December of this year.

**A motion was made by Member Pruett and seconded by Member Bagby** to set total mill rate at 47.490 for 2004-05 Budget. Motion carried, 7-0.

**A motion was made by Member Nelson and seconded by Member Pruett** to publish the Notice of Hearing for the 2004-05 Budget and to hold the budget hearing on August 9, 2004, at 8:00 p.m. at the board office. Motion carried, 7-0.

**A motion was made by Member Pruett and seconded by Member Eubanks** to set the substitute teacher salary for School Year 2004-05 at \$75 per day. Motion carried, 7-0.

**A motion was made by Member Bagby and seconded by Member Pruett** to approve Supt. Rahe as the Freedom of Information officer. Motion carried, 7-0.

Supt. Rahe requested board establish petty cash funds for the district office and each building and that they be set at \$1500 for the district office and \$400 for each school building. These funds to be kept on an imprest system as recommended by district audit firm.

**A motion was made by Member Eubanks and seconded by Member Bagby** to establish petty cash funds for the district office at \$1500 and each of the four school buildings at \$400 as presented. Motion carried, 7-0.

Supt. Rahe recommended approval of emergency substitute teacher applications for Rebecca Davis, Brenda Fletcher, James Edward Hindman, Lorene Kehler, Jessica LeDoux, Monte Steven Mitschele, Carol Raney, Corey Sawyer, Ellen Schirmer, Theresa (Terri) Smith and Mark Will.

**A motion was made by Member Pruett and seconded by Member Chamberlain** to approve emergency substitute teacher applications for school year 2004-05 as presented. Motion carried, 7-0.

**A motion was made by Member Pruett and seconded by Member Eubanks** to set August 9, 2004, at 6:30 p.m. the date and time for the new teacher reception. Motion carried,

**A motion was made by Member Bagby and seconded by Member Eubanks** to approve Student Accident Insurance with Student Assurance Company at a cost of \$19,794.70. Motion carried, 7-0.

**A motion was made by Member Eubanks and seconded by Member Pruett** to approve the Red Cross Emergency Shelters Agreement. Motion carried, 7-0.

**A motion was made by Member Eubanks and seconded by Member Pruett** to approve Project Plus Contract for seven (7) units for School Year 2004-05 at a cost of \$93,744. Motion carried, 7-0.

Supt. Rahe requested board action for joining Schools for Quality Education.

**A motion was made by Member Eubanks and seconded by Member Pruett** to approve joining Schools for Quality Education at a cost of \$300. Motion failed, 3-4 (Bagby, Chamberlain, Heckerson, and White, opposing)

Supt. Rahe requested board direction on KASB recommendation for full policy review. No action taken.

Supt. Rahe and Alan Beam requested board action on 03-04 Inservice points. Mr. Beam noted that staff receive points for attending conferences and inservice and may use them for movement on the salary schedule and for recertification.

**A motion was made by Member White and seconded by Member Chamberlain** to approve 03-04 Inservice points as presented. Motion carried, 7-0.

Principal Beam requested board action on Holt, Rinehart math textbook purchase for 8th grade and the high school. He stated the district would receive approximately \$33,000 worth of material for approximately \$14-16,000,00. He also informed the board that he would be requesting Foreign Language textbooks at a later date.

**A motion was made by Member Bagby and seconded by Member Pruett** to approve the purchase of Holt, Rinehart math textbooks as presented. Motion carried, 7-0.

Tom Sextro notified the board of the district receiving a \$19,248 KAN-ED grant for purchase of equipment for video conferencing. He thanked Karen Ford and Carol Braum for assistance with writing the grant.

Tom also requested board approval to implement a districtwide phone system that will network through existing internet lines. He estimated the cost to be approximately \$19,500. He planned to put the high school on first as their current system is not

operating properly. He would bring the other buildings on at a later date. The system would have voice mail, soft phones and integrated messaging, it would also allow for any IP phone to be used at any building. Total expense to come from Internet funds.

**A motion was made by Member Pruett and seconded by Member White** to approve \$25,000 for phone system upgrade from internet funds as per proposal. Motion carried, 7-0.

## **REPORTS:**

### **ADMINISTRATIVE:**

**Rich Bechard** -- The damaged portion of the gym floor has been replaced, waiting now on the sanders and then the paint crew. The project end date still by August. Looks good so far.

**Susan Sipe** -- Continuous Improvement Monitoring in Special Ed review done earlier this year, self assessment plan (outline to meet improvement) initiated and showing improvement. Majority of plan will be spent on helping staff complete details of IEP's. First meeting planned for August 5th and 6th, 34 staff signed up to go. Grant funds will help pay expenses.

**Alan Beam** -- August 4th from 7 a.m. to 7 p.m. is enrollment day. Karen Ford and Susan Rhule are working on a grant for Job Shadowing program. More details at a later time. Have held a couple of inservice programs this summer for staff another coming on August 23. Working on August 16th Inservice program.

**Brad Rahe** -- Update on summer projects: start next week on concrete, running a little behind due to weather but anticipate completion by start of school. Big tree at bus barn gone, trimmed some at the middle school and working on shrubs at the high school. During last weeks rain the grade schools did well, big thanks to David Krogman for good job getting those buildings sealed. Some damage at the middle school at the back. The high school was the biggest problem. The third floor has serious problems and a lot of water damage. Need board directive. Board consensus to contact HTK to begin work. Received two literacy grants from Wal-Mart, \$500 for Central and \$500 to the district. Brad recommended funds be used at Colorado and expressed thanks to Wal-Mart. He also requested board input on holding two meetings per month, the first to be a business meeting and the second to be recognition meeting. Will review KASB policy updates at later meeting. Would like board permission to liquidate some equipment: Jason Larison would like to remove fish tank and welding hoods; and a piano at Colorado. Converting locker room at the high school to office space to house staff moved out of Colorado mobile.

### **BOARD MEMBER REPORTS:**

**Member Eubanks** -- Wished good luck to Roger and thanked board for opportunity to lead during the past year.

**Member Pruett** -- Apologized for missing the special meeting. Past year has been a real learning experience. Expressed thanks to Keith for leadership.

**Member White** -- Expressed thanks to coordinators for summer camps, congratulations on KAN-ED grant to Tom, Karen Ford and Carol Braum.

**Member Bagby** -- Thanks to all for summer activities and to Keith for leadership.

**President Heckerson** -- Echo thanks for service by Keith.

**A motion was made by Member Bagby and seconded by Member Eubanks** that Holton USD #336 recess to executive session at 9:30 p.m. for 10 minutes returning to regular session at 9:40 p.m. for the purpose of discussing:

a. Matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals. Motion carried, 7-0. Supt. Rahe remained in executive session with the board.

Returned to regular session at 9:40 p.m.

**A motion was made by Member Eubanks and seconded by Member Pruett** that Holton USD #336 recess to executive session at 9:40 p.m. for 10 minutes returning to regular session at 9:50 p.m. for the purpose of discussing:

a. Matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals. Motion carried, 7-0. Supt. Rahe remained in executive session with the board.

Returned to regular session at 9:50 p.m.

**A motion was made by Member Eubanks and seconded by Member Pruett** that Holton USD #336 recess to executive session at 9:50 p.m. for 5 minutes returning to regular session at 9:55 p.m. for the purpose of discussing:

a. Matters pertaining to non-elected personnel in order to protect the privacy interests of the individuals. Motion carried, 7-0. Supt. Rahe remained in executive session with the board.

Returned to regular session at 9:55 p.m.

**A motion was made by Member Eubanks and seconded by Member Bagby** to offer custodial contract to Barbara Kathrens. Motion carried, 7-0.

**A motion was made by Member Nelson and seconded by Member White** to accept Letter of Resignation from Deb Spade for Cross-country coaching. Motion carried, 7-0.

No further action taken.

President Heckerson adjourned the meeting at 9:58 p.m.

Juanita (Jo) Krogman  
Clerk, Board of Education, Holton USD #336  
515 Pennsylvania, Holton, KS 66436