

APPROVED

Key: A.I. – Action Item
I.I. – Information Item

UNIFIED SCHOOL DISTRICT NO. 336
BOE – First Regular Meeting
Monday, Oct 12, 2015 @ 6:00 p.m.

Members Present: Bob Phillips, Mike Ford, Orin Marshall, Allen Arnold, Rex Frazier,
Carl Matousek, Shelby Patch (arrived 8:20)

Members Absent:

President Ford called the meeting to order at 6:00p.m.

1.A.I. Adopt the agenda as prepared or amended.

A motion was made by Member Arnold and seconded by Member Phillips to approve the agenda as amended. Motion carried, 6-0.

2. A.I. Consent Agenda:

1. Approve minutes from Sept 14th, 2015 regular board meeting and the Sept 24th, 2015 special board meeting.
2. Approve payment of warrant numbers 58726 through 58888 for the amount of \$1,036,552.61.
3. Approve Oct Payroll for the amount of \$1,122,674.73.
4. Resignations:
 - a. Cully Jackson – Asst Wrestling coach, HMS
 - b. Kelli Thompson – ACE teacher, Central (effective 12-18-15)
5. New Hires:
 - a. Ellen Gorden-ACE Para, Central
 - b. Lori Jacobs- ACE Para, Central
 - c. Jaimie Leis- Sped Para, RVES
 - d. Kaylee Mick- Sped Para, RVES
 - e. Hunter Price-Asst Wrestling coach, HHS
 - f. Jonah Lutz-Asst Wrestling coach, HMS
6. Retirements:
 - a. Steve VanHorn- Custodian, HHS (Sept 30th).
Recognized for his 26 years of service as a true contributor to this school district.

A motion was made by Member Frazier and seconded by Member Arnold to approve the consent agenda as presented. Motion carried, 6-0.

3.I.I. Updates from David Lassiter on elementary building

Greg Schulz, Construction Manager, provided an updated program budget. Our new school is on schedule and under budget and Mr. Schulz does not anticipate any issues. The elementary school students beam signing will be scheduled for mid-November. The roof should be up by mid-December with the intention of turning the building over to the school district by May.

When the construction site is safe walk-throughs can be scheduled for the students, staff and community within the next 60 days. This will give students an opportunity to see what craftsman do.

Greg Porter, Design and Project Architect, discussed the new school gym and how the volleyball nets and basketball goals can be installed. After much discussion Mr. Porter said he would work on some design options to be presented at a later date.

Mr. Porter said the construction is going well and the budget is being monitored closely. A walk-thru of Colorado and Central Elementary Schools will be scheduled to see the existing furniture, fixtures and equipment to see what can be kept and what needs to be replaced. A meeting with the teacher steering committee is scheduled for October 27th to review graphics.

Dee Folk, board clerk, entered the meeting at 6:36p.m. and Debbie Michael, deputy board clerk, exited meeting.

4.I.I. Update on the HHS auditorium renovation.

All the new lights are up and the control panels are in place. Finishing up a few loose ends. At this point nothing has been turned on and no training has taken place. Those are to be the next items to be completed later in October. Next step on the agenda is the replacement of some of the curtains. Farther down the road is the seating and sound system.

MS music concert will have to be moved to the middle school while we are finishing up the auditorium but will work hard to be ready for musicals.

5.A.I. Hear from the following:

Public – none

Principals – Building Reports are in BOE packets.

Rod Wittmer wanted to let the BOE know that the band recently participated at the KU festival and is gearing up for the Mission Valley Festival. They also performed this

weekend at the Holton Fall Festival. Jazz Ensemble also has performances lined up as well.

Maintenance Director Porter presented to the board a bid on a Bobcat Skid-Steer Loader. The board was concerned that multiple bids were not sought out. They would like to see additional bids at next meeting from Case, John Deere, Folley and Kan Equip on same equipment with all attachments so they can compare bid to bid before making a decision. Lease is up for the Toolcat on 11/14/15. A decision will need to be made at the Nov 9th BOE mtg.

Porter also updated them that all the items had been posted for bids on purple wave and only a couple of items have not received much attention yet. Looking good so far.

Porter also discussed an issue up at the HS with a 2nd floor window that fell out. With Principal Wittmer and another custodian they were able to get it back in. Some of the edges were rotted and sealant bad. Porter would like to rent a lift to be able to check all of the windows and fix any issues and also to do some caulking on a beam that may be causing the leak problem we have had at the HS for a while. The cost for renting a 45" lift for 7 days from White Star would be \$1,200. He feels that the next week is calling for nice weather so now would be a good time to get it done. BOE was good with moving forward with this project.

Porter also said that since he has been here and the district took over the mowing again that the equipment we have to do leaf maintenance and grass clippings has not been the best and some of it we haven't had at all. He would like to recommend a bid we received from Holton Farm & Home for a leaf vac, 20" pick up hose kit, zero turn kit and a gas leaf blower at \$1,599.00. This would enable our crew to do a more timely and complete job in caring for our facilities. He has gone on line and the rates are in line with what is out there and we could keep our business local.

A motion was made by Member Phillips and seconded by Member Marshall to approve the bid from Holton Farm & Home, Inc for \$1,599.00. Motion carried, 6-0.

6.A.I. Approve the BOE policy changes as recommended by KASB. (GAH, GAHB, GAL, GAOF, GANA, GAO, GAOA, GAOB, GAOC, GAOD, GAOE, GAOF, GAQ, GAR, GARA)

A motion was made by Member Frazier and seconded by Member Arnold to approve the policies as presented with all recommended changes by KASB. Motion carried, 6-0.

NEW BUSINESS:

7.A.I. Request from Michelle Evans regarding ESOL trip.

Michelle is requesting to be allowed two professional days for use on a mission trip to Guatemala in February 2016 for a week. During her stay she will be traveling to several villages in the mountains to observe culture, housing, poverty and dialects spoken. With our growing Guatemalan population she wants to take the opportunity to better educate herself on their language and schooling. She will be working with Greenbush and the State of Ks in an effort to open communications with indigenous speakers of Guatemala. Through this collaboration of State of KS, Greenbush, other school districts in KS and professional consults, they will be able to better understand our Guatemalan population and better educate them as well as help with their transition to the United States.

A motion was made by Member Phillips and seconded by Member Arnold to approve two professional days for Michelle Evans in February 2016. Motion carried, 6-0.

8.A.I. Request by Holton FFA for permission to attend National FFA Convention.

Jason Larison has requested that the FFA Environmental Science Team and a few additional students attend. This would be 10 students and 2 sponsors. They would leave 10-27-15 and return 10-31-15. They are requesting approval to attend, cost of transportation and costs for 2 sponsors. The club and students will incur remaining costs. The cost for sponsors registration, meals and hotel is about \$780.00.

A motion was made by Member Phillips and seconded by Member Marshall to approve the attendance and cost of transportation and 2 sponsors. Motion carried, 6-0.

9.I.I. Discuss district enrollment

Supt Stones presented to the board the preliminary Sept 21st counts for the 15-16 school year. Headcount was 1131 with an FTE of 1033.5. He discussed the new virtual numbers and how that has changed and that for students over 19 we will be turning in credits completed by June 2016 to receive funding. We are projecting 200 credits completed and Carolyn Cochren administrator for Fresh Start said she is very confident in those numbers and they are off to a great start this year.

10.A.I. Space rental for technology contract with Dee Barrow

In the past, in lieu of pole rent throughout the city, the school district was to provide internet services to the city. We still have fiber technology equipment housed in the old Fresh Start building that is still being used to support city internet on the East side of town. Tom, Gordon and JBN are currently working on a solution but until that time we

will have to rent the room that housed our technology equipment. Supt Stones has worked out an agreement with Dee Barrow to rent that space for the current year for \$100.00 per month.

A motion was made by Member Phillips and seconded by Member Frazier to approve the contract with Dee Barrow to rent space for the 15-16 SY for \$100.00/mo. Motion carried, 6-0.

11.I.I. Present the following policies for November: GARI, GAT, GBA, GBBA, GBC & GBD, GBE, GBG, GBK, GBN, GBO, GBP, GBQA, GBR, GBRE, GBRG, GBRGA, GBRGB, GBRH & GBRI, GBRIBA, GBRD

They will be emailed to BOE members in the morning.

12.I.I. Discuss e-mail usage in district

Some issues have arrived and been questioned by admin on proper use of the "all staff" email in buildings or the use of the "everyone" email for the district. Administration would like to have input from the BOE on what they think is the proper use of school district email and what should or should not be allowed. Trying to resolve issues through email and including entire buildings is not always the way to go. Many of those issues are best discussed face to face and admin are trying to encourage staff to follow those guidelines. Some questions also have risen out of the use for the district wide email for ex. Garage sales, houses for sale, specific items for sale, events and personal sales such as Avon, Tupperware, Thirty-One etc.

Member Matousek said he would like to see the administrators put something together with recommendations for the BOE to discuss. Member Marshall said he would like to see a committee or group made up of different staff members to get a variety of input on the issue.

Supt Stones said he already had the Supt council group that is made up of a cross section of staff so that is something he could bring up with them and get some feedback. He will then take their feed back to the administrators and add to our current acceptable use policy to come up with an updated acceptable use policy to bring back to the BOE.

13.I.I. Begin discussions on how to utilize Central Elementary and the diamond building at Colorado upon closure.

Time is moving fast and we need to get some direction on how to proceed with what we are going to do with the buildings. Ideas that have been thrown around to date are:

Diamond building

- Community based preschool- 4.5-day week (potential funding from state programs)
- Storage space for district
- Administration – Sped Staff
- 6th grade center

Central

- 6th grade center
- apartment building
- sell for new community center
- sell to local entity (ex. St Dominics)
- administration – Sped and District office staff and storage facility

And a combination of uses could also be seen in each building.

BOE would like for Supt Stones to reach out and check the interest level in the community and see if he can come up with additional information and put together a layout of potential ideas to start our discussions.

Shelby Patch entered the meeting at 8:20p.m.

President Ford called for a 10 min break at 8:20. Returned to regular session at 8:30.

14.A.I. Executive session for non-elected personnel.

A motion was made by Member Patch and seconded by Member Matousek

that Holton USD #336 recess to executive session at 8:30PM for 30 minutes returning to regular session at 9:00PM for the purpose of discussing:

- a. Matters pertaining to non-elected personnel in order to protect the privacy interests of the individual(s). Motion carried, 7-0.

Joe Kelly and Dennis Stones remained in executive session with the board.

Joe Kelly exited executive session at 8:40pm.

Returned to regular session at 9:00pm with no decisions made.

A motion was made by Member Phillips and seconded by Member Arnold

that Holton USD #336 recess to executive session at 9:00PM for 15 minutes returning to regular session at 9:15PM for the purpose of discussing:

- b. Matters pertaining to non-elected personnel in order to protect the privacy

interests of the individual(s). Motion carried, 7-0.

Dennis Stones remained in executive session with the board.

Returned to regular session at 9:15pm with no decisions made.

A motion was made by Member Arnold and seconded by Member Frazier

that Holton USD #336 recess to executive session at 9:15PM for 10 minutes returning to regular session at 9:25PM for the purpose of discussing:

- c. Matters pertaining to non-elected personnel in order to protect the privacy interests of the individual(s). Motion carried, 7-0.

Dennis Stones remained in executive session with the board.

Returned to regular session at 9:25pm.

15.A.I. Action from executive session.

A motion was made by Member Patch and seconded by Member Arnold to approve terminations of Mary Bowser-Fd Svc, Lynn Marsh-Fd Svc and Jenny Simpson-Sped Para RV. Motion carried, 7-0.

16. A.I. Adjourn

President Ford adjourned the meeting at 9:29p.m.

Minutes as recorded by:

Deirdré (Dee) Folk
Clerk, Board of Education, Holton USD #336
515 Pennsylvania Ave, Holton, KS 66436