

APPROVED

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

**UNIFIED SCHOOL DISTRICT NO. 336**  
**BOE – First Regular Meeting**  
**Monday, Nov 9, 2015 @ 6:00 p.m.**

**Members Present:** Bob Phillips, Mike Ford, Orin Marshall, Allen Arnold, Rex Frazier,  
Carl Matousek, Shelby Patch

**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 Frazier to approve the agenda as amended. Motion carried, 7-0.**

**2. A.I. Consent Agenda:**

1. Approve minutes from Oct 12th, 2015 regular board meeting.
2. Approve payment of warrant numbers 58889 through 59035 for the amount of \$1,389,581.53.
3. Approve Nov Payroll for the amount of \$1,129,018.10.
4. Resignations:
  - a. Myranda Bruggeman – SE Para, JHES
  - b. Dalton Beightel – Grounds Maint, District
  - c. Marci Ramage – SE Para, RVMS
5. New Hires:
  - a. Carol Goodwin-SE Para, SMS
  - b. Shirley Stauffer- Fd Svc Sub
  - c. Erin Collins- Fd Svc Sub
  - d. Ann Boltz- Fd Svc Sub
  - e. Juan Sanchez-Custodian 2<sup>nd</sup> shift, HHS

**A motion was made by Member Patch and seconded by Member Arnold to approve the consent agenda as presented. Motion carried, 7-0.**

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

David Lassiter reported on multiple areas at the job site. Retaining walls and guardrails are 90% complete. The load bearing walls are 95% complete. The various stages of steel erection are 65% complete. They will start laying brick this week since they are getting all of the areas sealed and are almost done with that.

November 16<sup>th</sup> at 1:30 will be the topping out ceremony. Students at Colorado and Central Elementary schools will be signing the beam that will be going over the main front entrance. Central will be busing the EC classes and anyone unable to walk to Colorado on Monday. All of the other students from Central will be walking over to Colorado for the ceremony. The public is invited in this next exciting step.

#### 4.A.I. Cindy Hower/Kellerman's presentation-overview of insurance program.

Cindy provided 3 handouts to the BOE. The first one was the work comp history and where we are at today. She also provided a list of all property values for a total of \$49,573,076. The renewal proposal for 2016 is an increase of \$5,473.00 for an overall total of \$191,592. She will be back in December with final figures.

#### 5.I.I. Update on the HHS auditorium renovation.

Auditorium lighting is completed and staff is working on learning how to use the system with all its new abilities. Existing seats are back in for the musical this coming Saturday. Next we will be replacing some of the curtains on stage. Looking at seating possibly next summer depending on budget outcomes for the year and sound system down the road.

First musical is this weekend with shows Saturday at 7:00pm and Sunday 2:00pm and 7:00pm. Dinner Theater is at 5:00 on Saturday. Contact HHS if you are interested in purchasing a ticket!

#### 6.I.I. Con't discussions on how to utilize Central Elementary and the diamond building at Colorado upon closure.

Ideas to date are:

##### Diamond building

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

##### Central

- 6<sup>th</sup> grade center
- sell for apartment building
- sell for new community center
- sell to local entity (ex. St Dominic's)

- administration – Sped and District office staff and storage facility
- move BOE and warehouse

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

Supt Stones said the city had responded with a list of questions they would like answered about the existing property. He said St. Dominic's said they might be interested in the playground area of the site. He has also visited with the developers of the apartment complexes. The BOE would like for Supt Stones to get the land and building appraised so we know what we are working with.

7.1.1. Hear from the following:

Public – none

Principals – Building Reports are in BOE packets.

Rod Wittmer had a few extra items to add to his information. He wanted the BOE to know that our graphic arts program is going to be working with Josten's tomorrow filming a segment with a select group of student designers that will have national coverage. They have been in a few competitions that have allowed them to show what talents they have and they have come out ahead of the pack to win the privilege of making this video. Great job to the students and Cully Jackson for all of their successes so far.

Principal Wittmer wanted to also let the BOE know that we will be releasing students and staff out at 1:30 on Friday for the sectional football game in Frontenac, Ks. We will be taking 2 charter buses for the team and possibly the cheer squad. The Touchdown Club will pay for any costs over and above what the district would have spent sending school buses. The game is not at the HS. It will be at the Raider Sports Complex, 1 Raider Drive (East McKay), Frontenac, KS 66763.

Member Patch and Member Phillips expressed some concern over multiple phone calls they received from parents upset over the late night practices held during PT conferences. Citizens were upset that the BOE had made this change. Member Patch wanted to make it clear the BOE had nothing to do with the change and wanted to know when/why the change had occurred. Supt Stones said the change was made due to the fact that in the past there were complaints from parents that the coaching staff were not at PT conferences during the scheduled time periods. In order to have teachers present during PT conferences the need to change practice times occurred. This left either early morning or late evening practices. Since the students didn't have school the following morning it was decided to make them late night. This was not a decision made from the BOE it was made by Supt Stones to allow teachers to be present during PT conferences. After much discussion the BOE would like this to be further discussed

by administration to see if we can come up with another solution such as a break in PT conferences from 3-5 so that practices could be held or brainstorm other ideas.

PBIS report from Elem schools –

Beth Smith, Addie Larson, Heather Hundley and Teri Bailey-Johnson joined the BOE meeting to share information regarding their new recognition program that is called Positive Behavior Interventions and Supports Program. This program is a systematic approach to addressing behaviors, which is based on a 3-tier model for interventions and support. Students and staff are acknowledged for their acts of CATTITUDE by earning positive paws and star staff awards. Positive Paws are given when students are caught exhibiting safe, respectful and responsible behaviors that meet or surpass expectations. They receive a paw print stamp and are entered into the weekly all school drawing for incentive prizes. Star Staff Awards are acknowledgements of staff made by their fellow colleagues, highlighting ways that staff demonstrate that they are productive and healthy members of our school community. They are also entered into weekly drawings for prizes. All incentive rewards are provided/funded by donations from families, community members and local businesses. Quarterly, students and staff, who meet their goals, are invited to attend the BIG EVENT. This is a celebration of the accomplishments of our students and staff. They rec'd a donation of money from Giant Comm and Custom Creations to purchase shirts for students that they are wearing every Monday. They also had enough money to purchase extra shirts for new students throughout the year. The community support has been terrific. A list of donors is attached and recently they just rec'd a grant of \$500.00 from Wal-Mart. Without the support of staff and community this program would not be the success it has become.

**A motion was made by Member Patch and seconded by Member Arnold to accept the donation list as presented. Motion carried, 7-0.**

President Ford called for a 10 min break at 7:50. Returned to regular session at 8:00.

Nancy Mann had a short video presentation of the new braille equipment that we have recently purchased. She also presented examples of all the new books and equipment that we have. She said she is also able to borrow items from the KS School for the Blind in Kansas City. She is very busy helping with the integration of her blind students into the regular classrooms. She is having great luck and the other students in the classroom are really interested and very helpful in assisting as well as learning things to help the visually impaired students. She did tell the BOE that students who graduate from here have the ability after their senior years to go to KC for a year to learn some life skills of living on their own and navigating the city.

8.A.I. Mike Porter – Skid steer loader bids

Mike Porter presented to the BOE a list of bids from multiple businesses.

Three do not do renting so would require purchasing the equipment. Final two bids that rent equipment are:

Foley ,Topeka	\$3,500.00
White Star, Topeka	\$4,775.44

**A motion was made by Member Phillips and seconded by Member Marshall** to approve the rental agreement with Foley for \$3,500. Motion carried, 7-0.

Many of our items have sold on Purple Wave for a total of \$11,075.00.

Mike also updated BOE what he discovered after renting the lift and checking out the top areas on the outside of the three-story HS building. He had to dig out old caulk above the windows and re-caulk them and did some painting to seal the areas. He and Supt Stones both looked at some additional areas needing attention. A large amount of point and tuck in the brickwork needs done.

The roofs also need cleaned by power washing to keep them clean and debris free. Mike will be trying to get this done as weather permits.

9.A.I. Approve the BOE policy changes as recommended by KASB. (GARI, GAT, GBA, GBBA, GBC, GBD, GBE, GBG, GBK, GBN, GBO, GBP, GBQA, GBR, GBRE, GBRG, GBRGA, GBRGB, GBRH, GBRI, GBRIBA & GBRD)

**A motion was made by Member Patch and seconded by Member Marshall** to approve the policies as presented with all recommended changes by KASB. Motion carried, 7-0.

#### **NEW BUSINESS:**

10.A.I. Request from Damien Scott for early December graduation.

A letter has been received from Damien Scott and his mother, Jamee Scott to request December graduation. He has enough credits to enable him to do this after completing and passing all his current semester courses.

**A motion was made by Member Marshall and seconded by Member Frazier** to approve early December graduation for Damien Scott pending completion of current semester classes and approval from HS counselors and Principal. Motion carried, 7-0.

11.A.I. Request by Holton Band director, Jayme Malsom for future band trip requests.

Three trips to participate in future contests for band students to attend will be on:

12/5/15 – 11 students- MS/HS, KSHAAA Cost- Registration \$49-\$77 (depends on # students qualifying) plus transportation

1/22-24/16- 2 HS students – KSU concert band clinic Cost - Transportation

2/6/15- (4-10 MS students)- ESU rehearsal and concert Cost - Transportation

**A motion was made by Member Patch and seconded by Member Marshall to approve the band trips requested. Motion carried, 7-0.**

12.A.I. Permission for ACE directors to attend National Conference

Beth Smith and Janci Smith-Sullivan would like to attend the National ACE conference in Orlando, Florida in March. It is part of the grant requirement to attend this conference and the \$3,256 is budgeted for out of the ACE grant.

**A motion was made by Member Patch and seconded by Member Arnold to approve the conference attendance by Beth Smith and Janci Smith-Sullivan. Motion carried, 7-0.**

13.I.I. Con't discussion of starting a community pre-school.

Tina Haefke and Vicki Vossler presented a proposal for the Holton Community Preschool that was handed out to the BOE members.

Due to the new federal regulations that are being enforced by the state we need to make some changes in our current Early Childhood program. The requirement is that the student ratios from SE to RE must be 50/50 in each preschool classroom. With this change we must look at some new solutions to get our EC program up to compliance. We also want to be good neighbors with existing businesses in Holton. Current contact has been made with Lollipop, Faith Academy and Head Start. This would be a new preschool that would take the place of the districts EC program. We currently have 20 SPED kids and would like to have 100 community preschool slots for a total of 120 students. These spots would be primarily be made up of 4 year olds with remaining slots being filled with 3 year olds. This potentially would be held in the diamond shape Colorado building. It will be a self-funded program that would require additional staff, transportation and there would be enrollment fees and a monthly tuition. All of these items are in the discussion stage but before spending multiple hours on this project they want to know that they have the consensus of the board to move forward with the project. There would be an advisory committee put together made up of a cross section of members. They really would like to have

a decision made by January so we can set some things in motion for either the 16-17 SY or if we will wait until the 17-18 SY.

Becky Zibell, Director/Teacher at Lollipop Preschool, was present for the BOE meeting. She also had written a letter in support of this proposal that was included in the board packets. She spoke up about noting that transportation has been needed for this type of program for a long time and she felt that would definitely be an added bonus. She wants to continue to be a part of the advisory committee and the transition for this type of program in Holton. In her letter she stated that if the school board approved the community preschool initiative with increased access for low-income students, including a transportation plan, Lollipop Lane Preschool would forgo their pre-enrollment for the 2016-2017 school year. The board of directors and teaching staff would be willing to donate furniture, educational supplies, toys, books, and other resources, including remaining funds after their outstanding debts have been paid, in order to move the community into an exciting new phase of early childhood education in Holton.

Board consensus is to allow the plan to move forward with the advisory committee and planning.

#### 14.A.I Gate Policies for athletic games

Issues have come up at the gate for special games in terms of who gets in free and who does not. Since we have volunteers who are working the gates we need to have a procedure/plan in place to deal with things that come up. Mr. Schroeder said they would either provide the booths with walkie-talkies or cell phone numbers and administration would be called to handle any issues in the future.

#### 15.I.I. Present the following policies for December: GCA, GCBA, GCC, GCE, GCR, GCRG, HAA, HAB, HAC, IA, IB, IC, ICA, IDA, IDAA, IDAB, IDAC, IDACA, IDACB, IDAD, IDEA, IDCF, IDCG, IDDA

They will be emailed to BOE members in the morning.

#### 16.A.I. FFE contract with Hollis and Miller architect

FFE = Furniture, Fixtures, and Equipment. This will allow them to match the FFE to the educational value of the new facility and make recommendations to the committee and board on what to purchase.

**A motion was made by Member Phillips and seconded by Member Arnold to approve the FFE contract with Hollis and Miller. Motion carried, 7-0.**

17.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 9:20PM for 20 minutes returning to regular session at 9:40PM 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.

Returned to regular session at 9:40pm 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 9:40PM for 10 minutes returning to regular session at 9:50PM 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.

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

Returned to regular session at 9:50pm 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 9:50PM for 10 minutes returning to regular session at 10:00PM 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.

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

Carl Matousek exited executive session at 9:58pm.

Returned to regular session at 10:00pm with no decisions made.

**A motion was made by Member Patch and seconded by Member Phillips** to extend regular session at 10:00p.m. for 15 minutes. Motion carried, 7-0.

**A motion was made by Member Frazier and seconded by Member Patch**

that Holton USD #336 recess to executive session at 10:01PM for 5 minutes returning to regular session at 10:06PM for the purpose of discussing:

- d. 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.

Returned to regular session at 10:06pm with no decisions made.

18.I.I. Information on the new negotiation regulations.

A new requirement is that negotiation team members must attend training sessions. The first one will be this Thursday. There will be more sessions in January and February. After discussion it was decided that Bob Phillips will step down as head negotiator and Allen Arnold will take his place and new board member Rex Frazier will step in as the new negotiator.

19.A.I. Possible action from executive sessions.

There will be a Special BOE meeting on Tuesday, November 17<sup>th</sup> at the district office at 5:00 pm.

20. A.I. Adjourn

President Ford adjourned the meeting at 10:15p.m.

Important Dates:

Nov 12 – KASB Training for BOE negotiators  
Nov 25-27 Schools Closed for Thanksgiving Break  
Dec 4-6 KASB Annual Conference in Wichita

Notification Reminder for certified staff:

Page 15 negotiated agreement-

If written notification of retirement is given to the Superintendent on or before January 15 of the year of retirement and the certified personnel has 10 years of service or more with Holton USD 336 and qualifies for KPERs full retirement (unreduced benefit), a \$1,500 bonus will be provided on the final paycheck

Minutes as recorded by:

Deirdré (Dee) Folk  
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