

APPROVED

Key: A.I. – Action Item

I.I. – Information Item

UNIFIED SCHOOL DISTRICT NO. 336

BOE – First Regular Meeting

Monday July 11, 2016, 6:00 p.m.

MEMBERS PRESENT: Mike Ford, Bob Phillips, Orin Marshall, Allen Arnold, Shelby Patch, Carl Matousek, Rex Frazier(phone in at 6:05)

MEMBERS ABSENT:

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

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

A motion was made by Member Patch and seconded by Member Phillips to approve the agenda of the July 11, 2016 regular board meeting. Motion carried, 7-0.

2. A.I. Administer the Oath of Office to all Board Members.

3. A.I. Elect President and Vice President

Election of President.

President Ford opened the floor for nominations for board president.

Member Marshall moved to nominate Allen Arnold and Member Ford seconded the nomination. Member Matousek moved to nominate Rex Frazier and Member Phillips seconded the nomination. Member Patch moved that nominations cease and Member Matousek seconded the nomination. Motion carried, 7-0.

President Ford called for a vote on the nomination of Allen Arnold for board president. Motion carried, 4-3. (Frazier, Phillips, Matousek opposing)

President Arnold presiding.

Election of Vice-President.

President Arnold opened the floor for nominations for vice-president.

Member Phillips moved to nominate Orin Marshall and Member Ford seconded the nomination. President Arnold called for a vote on nomination of Orin Marshall for vice-president. Motion carried, 7-0.

4.A.I. Appoint Governmental Relation Representative

President Arnold asked for a volunteer for our district Governmental Relation Representative.

President Arnold nominated Rex Frazier to continue in this position and Member Patch seconded the nomination. Motion carried 7-0.

5.A.I. Consent Agenda:

1. Approve minutes from June 27, 2016 board meeting.
2. Approve payment of warrant numbers 60145 through 60209 for the amount of \$540,458.02
3. Approve July Payroll for the amount of \$95,779.63
4. New Employment:
 - a. Gail Thomas - SPED Coop Physical Therapist
 - b. Chris Heineken – ACE Para
 - c. Angela Fletcher- SPED IRC RVHS
5. Resignations:
6. Contracts:
7. Donations: Target donation to Holton Elementary \$24.02. Field Trip donation of \$3,532.41.
8. Deputy Clerk – **Hailey Mattox and Deborah Michael**
9. Board Treasurer – **Deborah Michael**
10. Board Clerk – **Dee Folk.**
11. Official TV & radio station - **WIBW.**
12. Authorized Representative for School Nutrition Programs as determining official – **Hailey Mattox.**
13. Hearing officer for free and reduced meal application appeals – **Rod Wittmer**
14. District Auditor – **Jim Long**

15. Approval of Freedom Information Officer – **Dennis Stones**
16. Declaration of official depository (KSA-9-1401) – **Denison State Bank**
17. District checking account – **Denison State Bank**
18. Activity and petty cash account – **Holton National Bank**
19. Official newspaper – **Holton Recorder**.
20. Designate truancy officer for the school year (KSA-72-1113) – **Building Principles**
21. District KPERS representative – **Dee Folk**
22. Holton Special Education Coop representative – **Dennis Stones**
23. Appointment of School Attorney – **KASB Services**
24. Designate a coordinator for homeless children duties – **Dennis Stones**
25. Compliance Coordinator for Federal anti-discrimination laws – **Joe Kelly**
26. Approval of resolution stating that USD 336 will be in compliance of all Health Education and Wellness (HEW) regulations for non-discrimination.
27. Approval of a 1,116 hour calendar (KSA-72-1106).
28. Approval of wavier of requirements for generally accepted accounting principles(GAAP) (KSA-75-1120a).
29. Adoption of early payment policy (KSA-12-105(b))
30. Approval of Child Nutrition & Wellness Program Agreement for 2016-2017.
31. Appointment of Superintendent as official officer for all state reports, federal reports, and homeless student liaison.
32. Approve district mileage at \$.54 per mile.
33. Establish Petty cash funds: BOE \$1500.00 per year and \$400.00 per year for each building.
34. Approval of cell phone policy reimbursements. Current reimbursement is \$60.00 per month.

A motion was made by Member Marshall and seconded by Member Patch to approve the consent agenda line items 1-34 as listed. Motion carried, 7-0.

Old Business:

6. I.I. Nabholz building updates

David Lassiter was present to update everyone. The demolition of Colorado is

ongoing. They are dealing with a small amount of asbestos below grade and then will be able to finalize the demo. The carpeting, epoxy flooring, ceiling tiles, paint trimming are in final stages of completion. The hardwood flooring will be put in this week to allow for acclimation. The goals are going in for basketball and volleyball this week. IT dept are trying to get all their items in place and working. There will be a transfer of knowledge on systems through hands on training that will be video taped and also an ipad that will have every system and all its stats and how to use it that will be given to the district upon completion of the building site. Still on target for July 25th access to the building. Supt Stones and Maintenance Director Mike Porter are currently setting up a schedule for move in of boxes and furniture at this time. They will be having meetings with staff to discuss how this will all fall into place.

BOE will have a special board meeting on August 1st at 5:30 to allow a walk thru of the new site for the BOE members.

7. I.I. Maintenance updates and current projects

Mike Porter provided to the BOE a list of bids rec'd for carpet, HVAC and doors.

Diamond Building:

Holton Carpet	\$4,885.44
Carpet One	\$6,136.39

Modern Air	\$14,488.99
Arnold's	\$17,510.67

HMS:

Commercial Door & Supply	\$4,936.00
Southwest Paper	\$7,781.27

The custodial staff has done a terrific job getting all of their building work completed along with juggling all of the many items at the new elementary building.

A motion was made by Member Phillips and seconded by Member Marshall to approve the bids for Holton Carpet \$4,885.44, Modern Air \$14,488.99, Comm Door & Supply \$4,936.00. Motion carried, 7-0.

8. I.I. Up-date on final closeout of 2016 budget.

We did get our final payments on July 7. We allowed enough money in capital outlay to purchase another bus, finish the seating and painting in the auditorium and we also need to rotate out our vans because the mileage is getting up there. The new bleachers will be complete in the old HS gym in September.

Rex Frazier left the meeting at 6:58 due to phone issues.

New Business:

9. A.I. Approval of signature facsimiles for board president and the Superintendent.

A motion was made by Member Marshall and seconded by Member Patch to approve the signature facsimiles for President Arnold and Supt Stones. Motion carried, 6-0.

10. A.I. Appoint Holton Education Foundation Board of Directors for 2016-2017 – **USD 336 Board President- Arnold, USD 336 Vice President- Marshall, Rod Wittmer, Dennis Stones, Dee Folk, Holton PTO President, Holton High School Alumni President.**

A motion was made by Member Phillips and seconded by Member Ford to approve the Holton Ed Foundation BOD for 2016-2017 school year. Motion carried, 6-0.

11. A.I. Rescind all policy statements found in the minutes of this Board of Education and adopt the student handbooks and the policy manual as presented by the superintendent.

A motion was made by Member Marshall and seconded by Member Ford to approve rescinding all policy statements and handbooks and manuals and readopt for the upcoming 2016-2017 school year. Motion carried, 6-0.

12. A.I. Establish substitute teacher pay – currently pay is \$90.00 per day.

Supt Stones would like to recommend that the BOE approve long-term paid subs

pay be determined by using the base salary of the current negotiated salary schedule. Long-term pay begins after 5 consecutive days of subbing for the same teacher. This is the same as the 15-16 SY.

A motion was made by Member Phillips and seconded by Member Marshall to approve substitute teacher pay of \$90.00/day for the 2016-2017 school year. Motion carried, 6-0.

13. A.I. Renew extended contracts:

- a. Librarians – extend 10 days
- b. Guidance Counselors – extend 20 days
- c. Career Pathways:
 - FACS – extend 5 days
 - Power, Structural & Technical Systems (Agriculture) – extend 10 days
 - Horticulture Pathways (Horticulture) – extend 10 days
 - Business Finance Pathway (Business) – extend 5 days
 - Business & Technology Pathway (Computers/Tech) – extend 5 days
 - Communication Technology Pathway (Journalism/Graphic Arts) – extend 4 days
- d. Stipends for SPED Speech \$1500 and SPED Psychologists \$3000.

A motion was made by Member Marshall and seconded by Member Phillips to approve the extended contract days as presented. Motion carried, 6-0.

14. A.I. Approval of destruction of records; resolution enclosed.

A motion was made by Member Marshall and seconded by Member Phillips to approve the resolution presented for the destruction of records as presented. Motion carried, 6-0.

15. A.I. Discussion of the 2016-2017 budget and set the official hearing date for Monday, August 8, 2016, at 6:05 p.m.

Scheduled to get budget documents from the state sometime the week of Aug 11. Budget mtgs are scheduled for July 20th and Joe Kelly will be attending a new Supt budget workshop on July 14th. Mtg already scheduled with Dale Dennis July 22nd.

A motion was made by Member Marshall and seconded by Member Patch to set the official hearing date for Monday, August 8, 2016, at 6:05 p.m. Motion carried, 6-0.

16. A.I. Presentation of district unencumbered cash balances.

Handout on year-end unencumbered cash balances was presented to BOE.

A motion was made by Member Phillips and seconded by Member Marshall to approve the year-end unencumbered cash balances as presented. Motion carried, 6-0.

17.A.I. Approve adoption/purchase of Science textbooks for district
Information was handed out to BOE members. This outlined specific textbooks and materials for each grade level.

K-5 cost is \$34,145.28 from Delta Education

6-12 cost is \$47,356.06 from McGraw Hill

A&P cost is \$3,552.55 from Pearson

A motion was made by Member Ford and seconded by Member Matousek to approve the purchase of Science textbooks as presented for \$85,053.89. Motion carried, 6-0.

18.I.I. Information update on OCR complaint (Office of Civil Rights)

Gathered all the information requested and then sent to Donna Whiteman. The complaints were on sexual harassment and bullying by students. We have no idea when we will hear a reply. It could take months for them to process the case. At this time we have had over \$1,000 in attorney fees and they will continue through out the process.

19. A.I. Non-elected personnel – executive session

A motion was made by Member Phillips and seconded by Member Ford that Holton USD #336 recess to executive session at 7:22PM for 10 minutes returning to regular session at 7:32PM 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, 6-0.

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

Returned to regular session at 7:32pm with no decisions made.

22. A.I. Negotiations – executive session

A motion was made by Member Patch and seconded by Member Phillips that Holton USD #336 recess to executive session at 7:32p.m. for 10 minutes returning to regular session at 7:42 p.m. for the purpose of discussing:
a. Discuss negotiations. To protect the public interest in negotiating a fair and equitable contract. Motion carried, 6-0.

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

Returned to open session at 7:42p.m with no decisions being made.

21. A.I. Adjourn

President Arnold adjourned the meeting at 7:43p.m.

IMPORTANT DATES:

- 7-25-16 BOE Mtg 6:00p.m.
- 8-1-16 Sp BOE Mtg 5:30 – meet at new elem building
- 8-4-16 Enrollment 7:00a.m. to 6:00p.m.
- 8-8-16 BOE members meet and greet new teacher 5:30-6:00pm, BOE Meeting 6:00p.m.
- 8-12-16 New Teachers Report
- 8-15-16 District Certified Staff Meetings– 12:00-3:00
- 8-16-16 Teacher Development Day
- 8-17-16 Teacher/Staff Work Day
- 8-18-16 First day school for PK-9
- 8-19-16 First day school for 10-12

Minutes as recorded by:

Deirdré (Dee) Folk

Clerk, Board of Education, Holton USD #336
515 Pennsylvania Ave, Holton, KS 66436