

APPROVED

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

UNIFIED SCHOOL DISTRICT NO. 336
BOE – First Regular Meeting
Monday, Nov 14, 2016 @ 6:00 p.m.

Members Present: Bob Phillips, Orin Marshall, Rex Frazier, Shelby Patch, Carl Matousek, Allen Arnold, Mike Ford (arrived 6:48)

Members Absent:

President Arnold called the meeting to order at 6:01p.m.

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

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

2. A.I. Consent Agenda:

1. Approve minutes from Oct 10th, 2016 regular BOE meeting.
2. Approve minutes from the Oct 25th, Nov 1st and Nov 8th, 2016 Sp BOE meetings.
3. Approve payment of warrant numbers 60655 through 60824 for the amount of \$298,664.87
4. Approve Nov Payroll for the amount of \$1,136,916.53
5. Resignations:
6. New Hires:
 - a. Chelli Schuster – Substitute Nurse
 - b. Janelle Eisenbarth – RE Para, HES
 - c. Colby Wilson – Asst HS SB Coach
 - d. Alice Carlow – Substitute Fd Svc & Custodian
 - e. Sheila Nissen – Substitute Custodian
 - f. Noel Montgomery – Asst HS Wrestling Coach
 - g. Mary Stoll – HHS Custodian
 - h. Briana Coplin- SE Para, RVHS

Approve Mary Porter as an additional mentor for the 2016-2017 school year with a \$500.00 stipend.

7. Transfers:
8. Donations
 - a. \$6,400 donation from Booster Club - \$2,400 for HS athletics and \$4,000 for uniforms.
 - b. \$25,050 donation from patrons and businesses that have made

contributions towards the restoration of chairs in the high school auditorium.

Supporters of Beck Bookman Library	B&P Inc.
Yvonne & Gary Brownell	Trail's Café
Wilhelm Heating & Cooling	Rod and Shannon Wittmer
Class of 2016 Notables	Betsy Marshall-Gilliland
Bell-White Family Farm Trust	Rex & Traci Frazier
Jim & Mary Lou Birkbeck	Denison State Bank
Alex & Taige Gilliland	Allen & Sharon Arnold

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

3.I.I. Hear from the Public – No one.

BOE members inquired as to how PT conferences went and what attendance rates were. Both Principal Wittmer and Kimberlin said that attendance was low this year both having less than 50% attendance. Principal Wittmer said they are looking into handling PT conferenced different in the near future. There will be more discussion on graduation and the plan in place for each student and communicating with parents on the path that is in place along with other things besides just a grade reporting. Mr. Kimberlin said that the MS is going to look at doing more scheduling specific times with individual parents and trying to make contact to discuss students.

4.A.I. Hear from Dustin Avey, Financial Advisor for the HES bonds on possible refinancing of bonds.

Dustin Avey from Piper Jaffray distributed a notebook to the BOE that outlines a preliminary refinancing analysis. He covered that he could sell back bonds in two different calendar years (they don't have to be consecutive), as long as they were less than 10 Million they would be bank qualified. If we can get the interest rate lower than our original rates we have the potential of saving up to 2.5 Million dollars. The other part is that with our Mill Levy remaining the same as promised at 14.025 we would be able to afford higher yearly payments over the life of the bond using our existing fund balance and be able to pay off the bond up to 3 years early. Supt Stones and Board Clerk Dee Folk met with Dustin originally on Oct 28th when these figures were put together. Since then with the election the markets have become more volatile. If we are able to move fast before rates start going back up we might be able to get the first done in 2016 and the second in 2017. The good thing about the resolution tonight is that this just gives Dustin the ability to put the paperwork together and watch the markets and move when it is good or not do anything until the time is right.

A motion was made by Member Patch and seconded by Member Frazier to approve the resolution from Piper Jaffrey. Motion carried, 6-0.

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

Move to later on in agenda #14.

5 A) I.I. Superintendent Search update

Bd Clerk Dee Folk presented the BOE with a draft of a brochure to be used in the superintendent search and also a tentative schedule and a list of potential forum committee members for November 29th. Dee asked that the board review this material and if there are any changes please let her know by Wednesday. She also asked that if any principals had any additions or other changes to also let her know by Wednesday. She then will distribute the final lists and schedule for November 29th.

6.I.I Discuss Central Elementary School

Supt Stones informed that he has a couple of new leads for the purchase of Central. At this time he will tour the potential buyers through the building over the next week or two and see what becomes of it. At this point it would be around \$375,000 to tear the building down and remove all the debris.

We are also almost done with moving all of the playground equipment over to HES. They are putting it back up at HES and when it is done we will be using pea gravel under the equipment.

7. A.I. Mike Porter with maintenance updates

a. Skid Loader lease

Mike Porter provided two bids for a one-year lease on a skid loader:

White Star	\$12,313.42
Foley	\$ 3,500.00

Foley is able to do a lower bid since we have continued to lease with them. If we were to go with another bid and come back to Foley we would then see the rate jump double or triple the cost.

A motion was made by Member Phillips and seconded by Member Ford to approve the bid from Foley for lease of a skid loader for \$3,500. Motion carried, 7-0.

b. Update on auctioning the inventory in the old fair building.

Mike Porter said that the items would be posted on Purple Wave on Tuesday or Wednesday of this week. They will be sending him a link and he will get the link to staff and also flyers to notify the public of where to go to get the available items.

c. Bids for old roof on fair building

Mike Porter presented the BOE with nine bids varying in costs from \$18,750 to \$81,301.59 and techniques used to roof the old fair building. Three companies were present to provide explanations of their individual process of roofing and answer any questions the board might have. Companies present were Midwest Coating, Conklin Roofing Systems and ADS Distribution, Inc.

After the presentations the BOE asked if it was too late in the season to complete this now or would they be able to still do it this fall. All three companies said that with the varied temperatures they wouldn't be able to complete it until late spring. When asked if there would be a problem with leaking this winter they all three thought that the grade of the roof would not allow much leaking if any at all. After discussion there is nothing in the building that would cause concern if there were a small amount of leakage.

BOE members asked Maintenance Director Porter how this might affect our contract with Sterbenz and the painting of the building. Sterbenz wants to wait until after the roof is done. The only thing that might change on his bid is if the cost of paint goes up between now and then. Labor cost will remain the same.

8.I.I. Updates on painting of the old fair building

BOE members asked Maintenance Director Porter how this might affect our contract with Sterbenz and the painting of the building. Sterbenz wants to wait until after the roof is done. The only thing that might change on his bid is if the cost of paint goes up between now and then. Labor cost will remain the same.

9.A.I. Update on new elementary school

Supt Stones says he is wrapping up some finishing touches at HES. They are doing some testing and balancing of the AC/Heat, issues with the elevator, fire alarms and the clocks due to DST. All are being addressed and fixed. The window coverings will be installed first of December. Training will be taking place with USD 336 staff over the next few weeks on equipment in the building.

NEW BUSINESS:

10.I.I. Audited enrollment numbers for 2016-2017

Audited enrollment numbers didn't change much from predictions. The headcount is 1126 and the FTE is 1080.

10 A)A.I. OCR Policy Update

The OCR has contacted us with suggestions on what we need to do as a district to help with our compliance. In updating and doing these things we are not admitting guilt, we are improving our school district. The first thing is we need to do sensitivity training with our district staff and we need to add an additional paragraph to our current district policy. The training must be completed with our bus drivers by December 15th and the rest of the schools staff this school year.

A motion was made by Member Patch and seconded by Member Marshall to approve the resolution and sensitivity training and the amended district policy. Motion carried, 7-0.

11.A.I. Approve an MOU with the Jackson County Kids Closet

Ast Supt Kelly provided the BOE with a Memorandum of Understanding from the Jackson County Kids Closet. They would like to use the upstairs room in the fair building to store clothes for their project as well as a distribution place. The MOU outlines each party's responsibilities of the facility.

BOE members questioned the districts liability for any injuries or accidents that may occur during the buildings use. Insurance representative Cindy Hower was at the meeting and she said there needed to be a paragraph written up that they would need to have liability insurance just like any other group using our facilities and then the district would be secondary.

Cindy was asked if she could provide the district with a short paragraph to include in the MOU.

A motion was made by Member Frazier and seconded by Member Phillips to approve the MOU with Jackson County Kids Closet with the addition of the liability statement as to their responsibility as primary and USD 336 secondary. Motion carried, 7-0.

12.A.I. Proposal from Jason Schroeder and Mike Reichle on starting a community recreation basketball program for youth.

Jason Schroeder and Mike Reichle distributed a proposal to start up a new youth recreation basketball program for grades 3-6 utilizing district facilities. Since the Optimist is no longer providing Optimist basketball there is a need for these grades to have access to a program. After going over the entire proposal there were no questions on the proposal. BOE President Arnold asked the principals if they saw any issues with the use of their facilities and there were none.

A motion was made by Member Marshall and seconded by Member Matousek to approve the proposal for a youth basketball program as presented. Motion carried, 7-0.

12 A)A.I. Request for the Jackson County Developmental Services to use one of our buses for a trip to Topeka.

They have requested to use a bus and district driver on 12/8/16 to take their residents to a movie and out to eat and then to Shawnee Lake for the afternoon before returning to Holton. They would pay mileage, cost of driver and fuel for the vehicle.

A motion was made by Member Marshall and seconded by Member Ford to approve the use of a bus and district driver on 12/8/16 paying mileage, driver cost and fuel at end of trip. Motion carried, 7-0.

13.A.I. Trip requests for high school band:

- a. High School and Middle School Band to NEKMEA District Mini Convention and Concert at Blue Valley HS 12-3-16
- b. High School 2.5 day band clinic at KSU January 20-22, 2017

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

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

A motion was made by Member Patch and seconded by Member Ford that Holton USD #336 recess to executive session at 8:21PM for 20 minutes returning to regular session at 8:41PM 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.

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

Returned to regular session at 8:41pm with no decisions made.

A motion was made by Member Matousek and seconded by Member Ford that

Holton USD #336 recess to executive session at 8:41PM for 15 minutes returning to regular session at 8:56PM 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.

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

Carl Matousek exited mtg at 8:48 and returned to mtg at 8:50.
Allen Arnold exited mtg at 8:53.

Returned to regular session at 8:56pm with no decisions made.

President Arnold excused himself from rest of executive sessions.

A motion was made by Member Patch and seconded by Member Phillips that Holton USD #336 recess to executive session at 8:56PM for 5 minutes returning to regular session at 9:01PM 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 9:01pm with no decisions made.

A motion was made by Member Matousek and seconded by Member Ford that Holton USD #336 recess to executive session at 9:01PM for 5 minutes returning to regular session at 9:06PM 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 9:06pm.

A motion was made by Member Marshall and seconded by Member Frazier to approve a \$100.00 stipend to all currently employed classified staff in USD 336 buildings. Motion carried, 7-0.

17. A.I. Adjourn

President Arnold adjourned the meeting at 9:10p.m.

Minutes as recorded by:

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