

APPROVED

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

**UNIFIED SCHOOL DISTRICT NO. 336**  
**BOE – Second Regular Meeting**  
**Monday, July 23, 2018 @ 6:00 p.m.**

**Members Present:** Mike Ford, Orin Marshall, Allen Arnold, Carl Matousek  
Shelby Patch, Christina Murphy

**Members Absent:** Rex Frazier

President Patch 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 Ford and seconded by Member Marshall** to approve the agenda as amended. Motion carried, 6-0.

2. I.I. Public comments - none

**3. A.I. Consent Agenda:**

- A. Approve minutes from July 9<sup>th</sup>, 2018 regular meeting
- B. Approve payment of warrant numbers 63346 through 63385 for the amount of \$1,341,490.47.
- C. Donations: None
- D. Personnel:
  - i. Resignations:
    - a. Debbie Harn – HES 3<sup>rd</sup> grade Teacher
    - b. Heather Grace – HES Ace program para
    - c. Lindsey Chandler – SE Social Worker/Behavior coach
  - ii. Hires:
    - a. Merry Burke - HHS Custodian
    - b. Robert Bean - Custodial Sub
    - c. Sara Anderson - Fd Svc Driver/cook
    - d. Laurita Morris - Fd Svc Sub
  - iii. Still to recruit/hire:
    - a. Elem Teacher – 3<sup>rd</sup> grade
    - b. SE Paras Onaga & Holton
    - c. RE Paras Holton
    - d. Coaches & Sponsors
- E. Renew Extended Contract and Stipend (missed 1 last meeting)

Career Pathways – Family and Consumer Science (FACS) – extend 5 days

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

4.A.I. Reports:

A. Economic Development in Holton

Mark Aeschliman and Janet Zwonitzer were present. They updated the BOE on what a small group of Holton citizens have been working on the last 9 months and asked that the school district support their push to renew the neighborhood revitalization program in Jackson County. Mark also expressed his concern about the pool of eligible reliable employees. He said it is becoming harder and harder to find good help. He would like to see in our future that we would continue to move toward a career focus with our students. He would also like to see that we look at doing some more job shadowing with local business owners along with the possibility of speaking to classes at an early age like 5<sup>th</sup> and 6<sup>th</sup> graders. Maybe in the future even setting up some networking with local businesses with the early work release program.

The neighborhood revitalization program will allow homeowners to apply for upgrades to their homes if over \$15,000 or any new construction. They are still in the process but there will be more information as they get further along in the process.

B. Trane Presentation

Keven Ward and Adam Johnson were here to discuss a plan for the district and our HVAC needs. They presented a PowerPoint with information about the process we would need to follow. They are in partnership with KSDE across the state of KS and our also working with Washburn Tech on teaching and transitioning their students into the workforce. They show us what we need to do and then they are also one of the candidates that can enter the bidding process when we get to that point. Our next step would be to put together a committee to complete this process. It is about 7-10 people. It would be made up of Supt, 3 Principals, Maint Director, 3 BOE members and maybe a student and 1-2 community members.

C. Staff Handbook

Principal Williams presented to the BOE a building staff handbook she would like to use for all of her staff. She said that it will help clarify expectations right at the start. She went through and covered a few of the areas. The BOE was pleased to see things outlined in black and white.

Nothing deviates from existing district policies just clarification of some areas.

**A motion was made by Member Marshall and seconded by Member Ford** to approve the HES handbook as presented. Motion carried, 6-0.

D. Maintenance

Mike Porter presented a list of summer maintenance that is currently in process and the items that have been completed.

E. Superintendent

Supt Davies wanted to remind everyone about the Community Forum – What to do with Central School? The forum will be held on July 30 at 6:30 at HES. He also wanted to remind everyone that a meet and greet will be held at HES, July 31 at 6:30 for the new administrators. He also announced that we did receive the 4-year-old At-Risk grant that was applied for.

**OLD BUSINESS:**

5. A. I. Food Service Policy – adult gratis meals

Supt Davies asked if the BOE had any questions over the policy he presented them with from the July 9<sup>th</sup> meeting. Everyone felt this was the way to move forward.

**A motion was made by Member Marshall and seconded by Member Murphy** to approve the Fd service policy concerning adult gratis meals as presented. Motion carried, 6-0.

6. A.I. Facilities.

Supt Davies ran through the items for discussion on a PowerPoint with the BOE to see if they had any additional information they would like to add for the community forum. Also, we need to purchase a new bus to continue the rotation of our fleet. Supt Davies has visited with Bruce Rinkes about the addition of a parking lot and parking spaces at HES.

**A motion was made by Member Marshall and seconded by Member Ford** to approve the selection of a small facility committee meeting to look into the issues dealing with Holton long-term facility planning as outlined by Keven Ward from Trane. Motion carried, 6-0.

Candidates for the facility committee are Supt Davies, Rod Wittmer, Michael Kimberlin, Karen Williams, Mike Porter, Carl Matousek, Rex Frazier and Allen Arnold. Will need to select 2-3 more to complete committee.

**A motion was made by Member Murphy and seconded by Member Marshall to approve Supt Davies and Jack Martin to pursue the purchasing of a new school bus. Motion carried, 6-0.**

**A motion was made by Member Matousek and seconded by Member Arnold to approve the hiring of CFS Engineering/King Engineering at a cost not to exceed \$12,000 to help us plan and get ready to bid, the parking lot North of the Fresh Start building and parking area North of the Elementary School Building. Motion carried, 6-0.**

#### **NEW BUSINESS:**

7. i.I. KASB June 2018 policy updates.

Supt Davies presented to the BOE the new KASB policies for review. We will discuss at next meeting and approve.

8.I.I. ACT prep

Carl Matousek mentioned a program that deals with helping students advance their ACT test scores. Power Preps is a Manhattan, KS based company that seems to have a positive influence on ACT test scores rising and helping to understand the intricacies and small nuances that the ACT test presents to students who take the assessment. After a short discussion the info will be taken to Rod Wittmer and the HS counselors to see if they might be interested in providing this info to students and their parents.

President Patch called for a 5-minute break at 8:49. 8:54 returned to regular session.

9. A.I. Executive session to discuss non-elected personnel.

**A motion was made by Member Marshall and seconded by Member Ford that Holton USD #336 recess to executive session at 8:55PM for 5 minutes returning to regular session at 9:00PM for the purpose of discussing:**

- a. Discuss Individual employee's performance pursuant to non-elected personnel exception under KOMA. Motion carried, 6-0.

Bob Davies remained in executive session with the board.

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

10. A.I. Executive session to discuss non-elected personnel.

None

11. A.I. Executive session for privacy interest of a business.

**A motion was made by Member Marshall and seconded by Member Arnold** that Holton USD #336 recess to executive session at 9:01PM for 10 minutes returning to regular session at 9:11PM for the purpose of discussing:

- b. Discuss privacy interest of a business pursuant to the exception for data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships under KOMA. Motion carried, 6-0.

Bob Davies remained in executive session with the board.

Returned to regular session at 9:11pm with no decisions made.

12. A.I. Executive session to discuss negotiations.

**A motion was made by Member Marshall and seconded by Member Murphy** that Holton USD #336 recess to executive session at 9:12p.m. For 15 minutes returning to regular session at 9:27p.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.

Bob Davies remained in executive session with the board.

Returned to open session at 9:27p.m with no decisions being made.

**A motion was made by Member Matousek and seconded by Member Arnold** that Holton USD #336 recess to executive session at 9:27p.m. For 5 minutes returning to regular session at 9:32p.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.

Bob Davies remained in executive session with the board.

Returned to open session at 9:32p.m with no decisions being made.

13.A.I. Any actions from executive sessions.

None

14.I.I. Topics for next meeting

August 13<sup>th</sup>  
Sp BOE to approve budget for publication  
Facilities  
KASB Policies approval  
Approve Mentors 18-19 SY  
Approve Ace Program 18-19 SY

15.A.I. Adjourn

President Patch adjourned the meeting at 9:34 p.m.

Minutes as recorded by:

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

**Important Dates/Information:**

July 30	Community Forum - What to do with Central School?- 6:30@HES
July 31	Meet and Greet with the new administrators – 6:30 @HES
August 2	Enrollment K-12 - 7 a.m. to 6 p.m.
August 10	New Teachers Report
August 13	Teacher Staff Development, 12:00 p.m. – 3:00 p.m. – No School
August 14	ALL Staff In-Service, 8:00 a.m. – 3:00 p.m. – No School
August 15	Work Day, 8:00 a.m. – 3:00 p.m. – No School
August 16	First Day of school for K- 9th
August 17	First Day of school for 10th – 12th