

APPROVED

Key: A.I. – Action Item

I.I. – Information Item

UNIFIED SCHOOL DISTRICT NO. 336

BOE – First Regular Meeting

Monday, October 8th, 2018 @ 6:00 p.m.

Members Present: Orin Marshall, Allen Arnold, Carl Matousek,
Rex Frazier, Christina Murphy, Shelby Patch

Members Absent: Mike Ford

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 Marshall and seconded by Member Allen to approve the agenda as prepared. Motion carried, 6-0.

2.I.I. Public comments: None

3. A.I. Consent Agenda:

- A. Approve minutes from the Sept 10th, 2018 regular board meeting
- B. Approve payment of warrant numbers 63631 through 63789 for the amount of \$300,030.08 and September payroll in the amount of \$1,146,311.59.
- C. Donations – HHS – Drum Sets from Holton Band Alum Josh Nolan
- D. Personnel
 - a. New Hires:
 - i. Stephen Carskaddon, Bus Driver, PM Route Driver
 - ii. Roger Coverdale, HES, PM Crossing Guard
 - iii. Winter Ramos, Food Service, HES
 - iv. Laura Mannell, MS Asst. KAYS sponsor
 - v. Seth Ramsey, ACE after school student aid
 - vi. Madie Wilt, ACE after school student aid
 - vii. Zoey Zibell, ACE after school student aid
 - b. Resignations:
 - i. Jenny Lancaster, SPED Admin. Assistant
 - c. Transfers:
 - i. Carrie Harris, Food Service, HES, full time to substitute
 - d. Still to recruit/hire –
 - i. Coaches and sponsors
 - 1. HS track assistant
 - 2. HS Asst. musical

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

4. A.I. Reports:

A. Maintenance

Director Porter handed out a list of district projects to BOE members. At bus barn the garage door has been enlarged and installed. Looking at future bids to get more things done at bus barn with the electrical, concrete, HVAC and insulation. Provided a list of bids for boiler inspection at the high school and middle school.

Custom Sheet Metal	\$1,520
McElroy's	\$3,250
PCI	\$3,106

A motion was made by Member Marshall and seconded by Member Murphy to approve the bid from Custom Sheet Metal for \$1,520. Motion carried, 5-1 (Matousek opposing).

B. Curriculum

Paula Hough did a review with the BOE and provided them a handout with the different areas and what training and curricular activities were taking place in the district.

C. Principals

Michael Kimberlin wanted to let the BOE know that HMS killed it with the cookie dough fundraiser. They raised \$16,500 in profit.

Karen Williams talked to the BOE about a small change in the elementary handbook concerning wearing hoodies for coats and allowing teachers a bit of discretion in making some decisions about recess. She also wanted to let the BOE know that they have almost finalized the planning for lunch buddies. She is working with Nancy Clark in setting up this program.

Carolyn Cochren let the BOE know that her official count on Sept 20th was 65 and she is now up to 76.

Rod Wittmer let the BOE know that Grant Cawby is October senior of the month. He also provided them some follow up on a sound system bid from sound products to improve the system in our HS auditorium. This is

a continuation of the renovations to the auditorium that we have been working on for the past two years. The bid was for \$16,630.00.

A motion was made by Member Marshall and seconded by Member Arnold to approve the bid from Sound Products for \$16,630. Motion carried, 6-0.

D. HSEC

Amy Haussler asked the graphics design class at HHS to come up with a logo that would provide the special education cooperative with more of an identity. There were a couple of students in the class who made drafts and then she picked Ryan Taylor to work with her on the changes and options to finalize the project. They have been working on it for some time and she asked Ryan here to present to the BOE the final logo. The colors represent the districts in the cooperative and the new verbiage is:

Linked for Learning.....Connected for Kids

E. Superintendent

Superintendent Davies presented a video on KESA that was developed by Annie Brock. It provided an overall explanation and view on what KESA is. He also provided his monthly report on attendance. Our attendance is down for the month of September. He also provided some interesting data on student meals that were eaten vs eligible comparing 17-18SY to the 18-19SY so far.

OLD BUSINESS:

5. I.I. Elementary start times

After seeking input from the elementary staff, we will not be making any changes at this time. In January we won't be changing times but the buses will start pickup at HES and move from there to the MS and HS. That way elementary students won't have as much time standing and waiting for the buses.

6. A.I. Facilities

Supt Davies provided the BOE with some different RFP information and asked for directive on how the BOE would like him to move forward on the HVAC system at the HS. It was decided the three members on the facility committee would gather bids and limit them down to 3 or 4. Interview with those and then bring back to the entire BOE their recommendation for selection. Supt Davies also let the BOE know that they sent

out five letters requesting realtors to contact us if they would be interested in listing the Central school property. Four responded with no interest and the fifth, Tom Moses, commercial realtor in Topeka, said he would like to be considered for the property listing.

A motion was made by Member Murphy and seconded by Member Arnold to approve Tom Moses as our property realtor for the Central School property. Motion carried, 6-0.

NEW BUSINESS:

7. I.I. KESA

Superintendent Davies said that after the video earlier he hopes the BOE has a better understanding of the purpose of KESA. The next step for our district committee is to begin writing action plans with goals.

8. I.I. Job Descriptions

Supt Davies included a few examples of the job descriptions we are starting to work on. Deb Michael was sent to a workshop at KASB to get additional information on this process. She will be putting drafts together and then we will be getting admin and staff who do the jobs to review before presenting final product to BOE to be approved. Member Patch added some additional input concerning some wording on the physical requirements from a work comp perspective.

9. I.I. BOE retreat

Superintendent Davies wanted to get the members thinking about this years retreat. Where they want to go, what day to go, how long and other details. Looking at January or February. Will start putting an agenda and specific detail outline together.

Break at 8:10PM for 10 minutes.

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

A motion was made by Member Marshall and seconded by Member Frazier that Holton USD #336 recess to executive session at 8:20PM for 20 minutes returning to regular session at 8:40PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 6-0.

Superintendent Davies remained in executive session with the board.

Returned to regular session at 8:40PM with no decisions made.

11. I.I. Executive session to discuss student concerns

A motion was made by Member Arnold and seconded by Member Frazier that Holton USD #336 recess to executive session at 8:40PM for 10 minutes returning to regular session at 8:50PM for the purpose of discussing:

- a. Discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA. Motion carried, 6-0.

Bob Davies remained in executive session with the board.

Returned to regular session at 8:50pm with no decisions made.

12. I.I. Executive session to discuss business privilege.

A motion was made by Member Matousek and seconded by Member Murphy that Holton USD #336 recess to executive session at 8:50PM for 5 minutes returning to regular session at 8:55PM for the purpose of discussing:

- a) To discuss potential topics pursuant to the exception for matters, which could influence present agreements with business partners under KOMA. Motion carried, 6-0.

Superintendent Davies remained in executive session with the board.

Returned to regular session at 8:55PM with no decisions made.

A motion was made by Member Marshall and seconded by Member Arnold 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) To discuss potential topics pursuant to the exception for matters, which could influence present agreements with business partners under KOMA. Motion carried, 6-0.

Superintendent Davies remained in executive session with the board.

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

13. A.I. Decisions from executive sessions

A motion was made by Member Murphy and seconded by Member Arnold to approve Jeff Price contract from 11 month to 12 month. Motion carried, 6-0.

A motion was made by Member Murphy and seconded by Member Marshall to approve the addition of MS Asst Principal to Paula Hough's contract. Motion carried, 6-0.

14. I.I. Topics for next meeting November 12th, 2018

15.A.I. Adjourn

President Patch adjourned the meeting at 9:14PM.

Minutes as recorded by:

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

Important Dates/Information:

October 8	No school – Staff Development 8:00 a.m. – 3:00 p.m.
October 10	PT Conferences - 4:00 p.m. – 8 p.m.
October 17	PT Conferences - 4:00 p.m. – 8 p.m.
October 19	End of 1 st quarter
October 26	No school – Teacher comp day
November 12	No school – Staff Development 8:00 a.m. – 3:00 p.m.
November 12	Regular BOE meeting - 6 p.m.
November 21-23	No school – Thanksgiving break
December 10	Regular BOE meeting - 6 p.m.
December 20	End of 2 nd quarter/1 st semester
Dec. 21 – Jan. 2	No school – Winter break
January 3	School Resumes
January 14	Regular BOE meeting - 6 p.m.
January 21	No school – Staff Development 8:00 a.m. – 3:00 p.m.