

APPROVED

Key: A.I. – Action Item

I.I. – Information Item

UNIFIED SCHOOL DISTRICT NO. 336

BOE – First Regular Meeting

Monday, December 10th, 2018 @ 6:00 p.m.

Members Present: Orin Marshall, Allen Arnold, Mike Ford
Rex Frazier, Christina Murphy, Shelby Patch

Members Absent: Carl Matousek

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.A.I. Public comments:

Erika Allen and MS Kays students were present to receive two donations for the walking trail project they are currently working on. Representatives Heather Daugherty and Gin Fox from Banner Creek LLC presented a donation of \$6,000. DSB presented MS Kays with an additional check for \$5,000. BOE expressed their appreciation for the hard work the Kays are doing and for the great community support!

Leslie Gallagher, Garrett Rake and Coach Deitrich were present to visit with the BOE about future use of the old fair building. Currently they feel that the building is being under-utilized. The original plan that was shared with the community is that it was to become the bus barn for the district. Since it has been determined that it is not going to become the bus barn and that maintenance has moved in they feel that it could be used for more. They would like to see it become a multifunctional space that could be used by sports teams, band and the elementary school for indoor recess if needed. They have turf and retractable netting that could be used in the space and have many volunteers that would like to help get the space up to code. The BOE would like to find out additional information such as zoning, insurance and all of the legalities we have to abide by for usage of the space by students.

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

A. Approve minutes for the November 12, 2018, regular board meeting.

- B. Approve payment of warrant numbers 63942 through 64052 for the amount of \$279,661.33 and November payroll in the amount of \$1,147,567.09.
- C. Donations and grants:
 - a. Banner Creek LLC – Holton Kays \$6,000
 - b. DSB – Holton Kays \$5,000
- D. Personnel
 - a. New Hires:
 - i. Jessica Bienhoff - SPED Teacher RVMS
 - ii. Robyn Wright - SPED Speech/Language Pathologist JH/WAC
 - iii. Liza Warner - SPED Physical Therapist for the Coop
 - iv. Nicola Bell - SPED Part-time Paraprofessional RVHS
 - v. Phyllis Shupe - Food Service Substitute
 - vi. Lauren Rivers - HES Paraprofessional
 - vii. Lane Lassiter – HHS wrestling assistant coach
 - b. Resignations:
 - i. Mackenzie Bell - SPED Paraprofessional RVHS
 - ii. Camillia Karns – SPED Secretary for the Coop
 - iii. Sharon Mitchell- HES Paraprofessional
 - c. Transfers:
 - i. Teri Secrest - Going from substitute to Full-Time Custodian HES
 - ii. Katherine Harris - Going from substitute to Full-Time SPED Paraprofessional
 - iii. Elaine Hageman – Going from SPED Part-time to Full-Time Paraprofessional RVHS
 - iv. Holly Ballenger – Going from Part-time to Full-time Receptionist at HES
Amanda Chiles – Going from SPED Preschool Paraprofessional Holton to SPED Preschool Teacher
 - d. Terminations:
 - i. Nathan Tims - HES Custodian
 - e. Retirements:
 - i. Dennis Tegethoff – HHS mathematics teacher at the end of the year (33 years - How awesome is that!!!)
 - f. Still to recruit/hire –
 - i. Coaches and sponsors
 - 1. HS track assistant
- E. Disposal of property: Bus (00-1) and more items we are not utilizing nor think we will at the maintenance shop
- F. Transportation Requests – See attachments:
 - a. HMS – Reward trip for selling cookie dough - Kauffman Stadium, Kansas City. Mo – 12-12-2018
 - b. HHS – All State Band audition @ Lakewood MS in Salina – 1-5-2019
- G. Thank you notes – See attachments
 - a. From Brenda Eubanks for the BOE gift card.

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

4. A.I. Reports:

A. Insurance

Cindy Hower talked to the BOE about our cyber policy. For \$1 million in coverage with a \$2,500 deductible it will annually be \$2,299. She priced a few others and they were much higher. Currently she feels that this is enough coverage for what we need.

A motion was made by Member Marshall and seconded by Member Frazier to approve the cyber coverage for \$2,500 presented. Motion carried, 6-0.

B. Maintenance

Director Porter handed out a list of district projects to BOE members. Skid Steer lease needs renewed for new year. We also had a leak at HS in the FFA room and we need to replace the water line. Provided a list of bids for skid steer.

White Star	Lease for 5 years	\$5,000/yr
Foley	Lease for 1 year	\$6,250
Kanequip	Lease for 2 years	\$8,383.08/yr

Bids for water line replacement.

McElroy's	\$6,972.31
CSM	\$4,700

A motion was made by Member Marshall and seconded by Member Frazier to approve the bid from White Star for \$5,000/yr and CSM for \$4,700. Motion carried, 6-0.

C. Curriculum

Paula Hough did a review with the BOE and provided them a handout with the different areas and what training and planning are taking place in the district. She went over the committees that are working on varied areas, what professional development is taking place and thoughts on technology.

D. Technology

Paula Hough and Tom Sextro discussed what the technology committee has been up to. They have been going to other districts to see how they have implemented and are utilizing the one to one. The biggest thing

they are seeing is that the students are very adaptable to multiple devices. It is the staff we will need to get more comfortable with using these devices. They discussed needs in the district and also presented to the BOE a survey they distributed to staff and the results they received.

E. Banner Creek Science Center

Member Ford wanted to request that BOE allow him to do fundraising to fix two of their older telescopes. They are in need of some maintenance and updates.

Member Ford exited the meeting 7:35.

A motion was made by Member Murphy and seconded by Member Marshall to approve the improvements to the two older scopes as presented at no cost to the district. Motion carried, 5-0.

Member Ford returned to the meeting 7:37

F. Principals

Karen Williams had nothing to report in addition to her building report.

Michael Kimberlin wanted to let the BOE know that Mr. Cunningham the art teacher had entered some students in the KS Art Educators Assoc 2019 Youth Art Month flag design competition and two of our students stood out. Charlotte Cyphers walked away with an Honorable Mention and Faith Jenner took 2nd place in the MS category. Mr. Cunningham is now able to enter something of his art, selected by the students, into another competition.

Rod Wittmer let the BOE know that Jayger Carson is December senior of the month. He also discussed the rental of district facilities for the 4-H shooting club Bull Masters.

G. BOE report

Orin Marshall attended the KASB annual conference and gave an overview of the clinics he attended while there.

H. Superintendent

Superintendent Davies presented some information on an identifying program called Raptor. It scans driver's license info and checks for offenders on the spot. It could be used on volunteers and or external

people providing services to the district. There is another company that offers similar services that he will be checking into.

OLD BUSINESS:

5. I.I. Facilities

Bus Barn – Concrete is poured

Football stadium bleachers- Bid for replacing wood bleachers with aluminum. - \$64,207

HHS gym bleachers- Maintenance \$37,325 or Full Replacement \$280,000

HMS gym bleachers- Maintenance/repairs \$12,395, annual maintenance \$1,270

HES west parking lot- Supt Davies would like to take the plans and scale them back based on some additional information he is following up on.

ESCO/Trane – KASB had given direction and the changes have been made and paperwork signed.

HES Blue Water- Paperwork and documentation has been gathered and submitted.

Central School- There is a time capsule buried over at Central and we will be digging it up and figuring out where it will be stored/buried over at the new elementary school.

6. A.I. Job Descriptions

Supt Davies provided the BOE last month with some job descriptions that are the format we would like to move forward with in completing more job descriptions. Supt Davies asked if there were any questions or concerns with the current ones. Member Arnold would like to pull the building lead custodian description for further discussion. He does not feel the need to have this job as it creates dissent among all the custodial staff. Member Arnold would like to further discuss this position with Mike Porter and the BOE.

A motion was made by Member Marshall and seconded by Member Arnold to approve the job descriptions as presented except lead custodian. Motion carried, 6-0.

7. I.I. Capital Outlay

We are in year 4 of a 5-year referendum for the board to have the authority to set the capital outlay levy to 8 mills (maximum). Attached is the resolution that would need to be passed tonight to allow the board to place this in the paper for 2 consecutive weeks (same day of the week) and then after 40 days from the last publication with no protest, it would be continuous and permanent. Question that may be asked....

Can a lower mill rate be assessed? Yes, the resolution merely gives the board the authority to adopt a capital outlay mill rate. The decision about how much to levy is made each year. The rate may increase or decrease, as long as it does not exceed the amount specified in the resolution.

A motion was made by Member Marshall and seconded by Member Arnold to adopt the resolution for publication as presented for two consecutive weeks. Motion carried, 5-0.

NEW BUSINESS:

8. I.I. Special Education salary increases

At the last Holton Special Education Cooperative Advisory board meeting, Mrs. Amy Haussler and Mr. Jeff Price brought before the advisory board a recommendation to adjust Special Education Salary for paraprofessionals. According to the unapproved minutes, the advisory board moved and passed 3-1 to recommend "...to the Holton Board of Education to approve the new paraprofessional schedule and to move the current paras with degrees to align with the new schedule starting the 2019-2020 school year." This will start in July in 2019-2020, Supt Davies doesn't see an issue with the new schedule as that gives us time to prepare for next school year and you can approve this when and if you so choose when you are ready to approve this with all the other classified staff for 2019-2020.

BOE would like for Mr. Price to present the data at the January BOE meeting for the existing employees and their placement and how that would affect them financially for the 19-20 school year.

9. A.I. Neighborhood revitalization

Supt Davies commented that a few months ago, Mark Aeschliman and Janet Zwonitzer addressed the board of education about economic development ideas for the city and county and one of the items he discussed was neighborhood revitalization. Two months ago, I revisited this in my report to the board and discussed why I thought this would be good for our

community and eventually our school. Now, if we are to support this, we have to publish our intent to pass and then we will pass this at the January meeting and we set the hearing at 5:55 p.m. (see handouts)

A motion was made by Member Murphy and seconded by Member Marshall to approve the resolution for publication as presented. Motion carried, 5-1. (Frazier abstained)

Break at 8:50PM for 5 minutes.

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

A motion was made by Member Marshall and seconded by Member Murphy 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) 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 9:00PM 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 9:00PM for 5 minutes returning to regular session at 9:05PM 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 9:05PM with no decisions made.

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

A motion was made by Member Frazier and seconded by Member Marshall that Holton USD #336 recess to executive session at 9:07PM for 5 minutes returning to regular session at 9:12PM 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 9:12pm with no decisions made.

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

A motion was made by Member Marshall and seconded by Member Murphy that Holton USD #336 recess to executive session at 9:15PM for 15 minutes returning to regular session at 9:30PM 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 9:30PM with no decisions made.

13. A.I. Decisions from executive sessions

NONE

14. I.I. Topics for next meeting January 14th, 2019

15.A.I. Adjourn

President Patch adjourned the meeting at 9:35PM.

Minutes as recorded by:

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

Important Dates/Information:

December 20	End of 2 nd quarter/1 st semester
Dec. 21 – Jan. 2	No school – Winter break (Dec 21, 26, 27, 28, 31, Jan 2 - District office open 8-12)
Dec 24 and 25	Holiday - All classified employees off
January 1	Holiday - All classified employees off
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.
January 30	HS only – No School – HHS Host FBLA District Conference
February 11	Regular BOE meeting - 6 p.m.
February 18	No school – Staff Development 8:00 a.m. – 3:00 p.m.
February 20	PT Conferences - 4:00 p.m. – 8 p.m.
February 21	PT Conferences - 4:00 p.m. – 8 p.m.
February 22	No School – Teacher comp day
February 27	HS only – No School – HHS Host League forensics
March 8	End of 3 rd quarter – HES
March 11-15	Spring Break – No School