

APPROVED

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

**UNIFIED SCHOOL DISTRICT NO. 336**  
**BOE – First Regular Meeting**  
**Monday, April 8th, 2019 @ 6:00 p.m.**

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

**Members Absent:**

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 Arnold and seconded by Member Marshall to approve the agenda as amended. Motion carried, 7-0.**

2.I.I. Public comments:

Rochelle Falk was present and asked if the BOE had made any decisions concerning the Fresh Start building. She said a lot of rumors were flying around and she would like confirmation of who would be making that final decision and what it might be. President Patch said that the final decision would be made by the BOE and at this time no specific changes are planned for the Fresh Start building. Many ideas are floating around but nothing has been decided except for its current use as the Fresh Start and maintenance building.

3. A.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 6:03PM for 10 minutes returning to regular session at 6:13PM for the purpose of discussing:**  
a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies & Jenny Stous remained in executive session with the board.

Returned to regular session at 6:13PM with no decisions made.

**A motion was made by Member Frazier and seconded by Member Murphy that Holton USD #336 recess to executive session at 6:13PM for 10**

minutes returning to regular session at 6:23PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies & Jenny Stous remained in executive session with the board.

Returned to regular session at 6:23PM with no decisions made.

**A motion was made by Member Matousek and seconded by Member Marshall**

that Holton USD #336 recess to executive session at 6:23PM for 5 minutes returning to regular session at 6:28PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies & Jenny Stous remained in executive session with the board.

Returned to regular session at 6:28PM with no decisions made.

**A motion was made by Member Marshall and seconded by Member Murphy**

that Holton USD #336 recess to executive session at 6:28PM for 5 minutes returning to regular session at 6:33PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies & Jenny Stous remained in executive session with the board.

Jenny Stous exited at 6:31.

Returned to regular session at 6:33PM with no decisions made.

**A motion was made by Member Matousek and seconded by Member Marshall**

that Holton USD #336 recess to executive session at 6:33PM for 5 minutes returning to regular session at 6:38PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies remained in executive session with the board.

Returned to regular session at 6:38PM with no decisions made.

**A motion was made by Member Marshall and seconded by Member Ford**

that Holton USD #336 recess to executive session at 6:38PM for 15 minutes returning to regular session at 6:53PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies remained in executive session with the board.

6:45 Karen Williams entered executive session with the board.

Returned to regular session at 6:53PM with no decisions made.

**A motion was made by Member Ford and seconded by Member Arnold** that Holton USD #336 recess to executive session at 6:53PM for 15 minutes returning to regular session at 7:08PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies & Karen Williams remained in executive session with the board.

Returned to regular session at 7:08PM with no decisions made.

**A motion was made by Member Murphy and seconded by Member Matousek** that Holton USD #336 recess to executive session at 7:09PM for 10 minutes returning to regular session at 7:19PM for the purpose of discussing:

- a) Employee's individual performance pursuant to non-elected personnel exception under KOMA. Motion carried, 7-0.

Superintendent Davies remained in executive session with the board.

Returned to regular session at 7:19PM with no decisions made.

#### 4. A.I. **Consent Agenda:**

- A. Approve minutes for the March 18, 2019, regular board meeting.
- B. Approve payment of warrant numbers 64386 through 64494 for the amount of \$385,424.27
- C. Approve March payroll in the amount of \$1,136,093.53
- D. Personnel
  - a. New Hires:
    - i. Travis Thayer – Elementary teaching position (for the 2019-2020 school year)
    - ii. Sarah Havercamp – HSEC Speech pathologist (for the 2019-2020 school year)
    - iii. Rodney Carr – Substitute Custodian

- iv. Jodi Folk – Substitute Custodian
- v. Olivia Myers – Custodian HES
- b. Retirements: None
- c. Resignations:
  - i. Ginger Gudenkauf – HSED Paraprofessional – Axtell (April 9)
  - ii. Scott Moore – HSEC IRC Teacher – RVHS (end of school year)
  - iii. Amanda Chiles – HSEC Early Childhood Development Teacher – HES (end of school year)
  - iv. Elmer Ent – School crossing guard (end of school year)
  - v. Jennifer Taylor – HSEC Behavior Coach (end of school year)
  - vi. Dana Scheele – HSEC paraprofessional – HHS (end of school year)
  - vii. Trevor Keller – HSEC Psychologist – Holton and RV (end of school year)
  - viii. Rebecca Anderson – HES teacher (end of school year)
- d. Transfers 8/2019: Tara Ladusch from: HSEC IRC teacher – Holton  
to: HSEC PDT team  
Janci Smith from: HES RE Paraeducator to HES Teacher
- e. Still to recruit/hire –
  - i. Social Worker
  - ii. MS Technology Teacher
  - iii. Girl’s Golf Coach
  - iv. HS School Play Sponsor
  - v. PM Bus Driver
  - vi. Summer Landscaping help
  - vii. HSEC HS Special Education teacher – Royal Valley
  - viii. HSEC Elementary Special education teacher (Behavior/Mod-Severe) – HES
  - ix. HSEC Early Childhood Development Teacher – HES
- E. Transportation Requests: None
- F. HSEC LEA application for individuals with disabilities, Title VI-B funds
- G. Information - We have received our last settlement payment from Wegener Media on 3-29-2019.
- H. Approve KASB Membership for the 2019-2020 school year in the amount of \$10,959.72.
- I. Approve the KASB Legal Assistance Fund for the 2019-2020 school year in the amount of \$2,100.00 and authorize the BOE president to sign the attached agreement.

**A motion was made by Member Arnold and seconded by Member Marshall to approve the consent agenda as presented. Motion carried, 7-0.**

President Patch exited meeting at 7:30pm.

## 5. A.I. Reports:

### A. Technology

Tom Sextro presented the BOE with an alternative plan to the previous plans the tech committee submitted. He has not met with tech committee to go over this plan but it would keep us in the \$100,000 range we are targeting. For the 2019-2020 school year there would be no changes at the HS due to potentially having the redesign plan to coordinate with next year. Removing/selling Baumgartner's lab computers and replacing with Fletcher's existing lab computers. Replacing Fletcher's lab with existing MacBook Air 13 inch laptops. Taking existing MacBook Air 11 inch laptops and distribute them to the 8<sup>th</sup> grade. Purchase new iPads for fifth, sixth and seventh grades. Existing iPads at elementary would be distributed one to one for third and fourth grades.

For the 2020-2021 school year we would coordinate with the redesign to address any changes at the HS and MS. Take the iPads purchased in the 19-20 school year for sixth and seventh grades over to the elementary which would then make it one to one for whole school. Sell all five year old MacBook Air's from grades 8-12 and potentially eliminate labs at MS. We would then purchase equipment based on the redesign and plan for future transition for HS/MS.

### B. Transportation

Director Binkley presented the BOE a packet of information outlining different data. Areas presented were Safety Meetings, Bus procedures, Quarterly drug testing, Bussing requests, Fleet info, in-town pick-up and drop off locations and maps of in town stops. She will present this info quarterly unless the BOE would like it more often. They felt quarterly would be fine and appreciated the info.

### C. Maintenance

Director Porter updated the BOE on the Bus Barn. The framing is up and they are currently working on the wiring. Insulation will come next and then they will finish the walls and paint.

### D. Curriculum

Paula Hough gave the BOE an updated list on her current projects. BOE asked for clarification on a couple of items listed.

### E. Principals

Karen Williams – Kindergarten orientation they had 60 students attend roundup. PreK screening day they had 60 potential students attend. 54 for sure and 6 a part of PAT currently. They are having a second PreK roundup April 22 which is by appt only. If interested please contact HES.

Michael Kimberlin – Jace and Jacob Huyett participated in a science Olympiad under Mrs. Mannell. It is for students in 6<sup>th</sup> – 9<sup>th</sup> grades. They made it to the state level and placed 16<sup>th</sup> out of 31. This is on a volunteer basis and is done after school. It is the first time Holton has participated in this event. Today MS Band competed at Washburn Rural at their MS Band Festival. 6 and 7/8 both received a II rating (excellent).

Rod Wittmer- Wanted to remind patrons that the PROM promenade will start at 7:00pm in front of Penny's on the square this Saturday. The dance is from 8 to 11 and post prom is 11 to 3. Students can enter post prom anytime between 11 and 12.

#### F. Superintendent

*ALICE* – Supt Davies attended the active shooter training. Was a great day and he learned things we can do to increase the safety of our students. He has attended one before and this helped to raise awareness. One take away is if you do nothing you have an 80% chance of getting hurt. If you do something/anything you have a 20% chance of getting hurt.

*Finances* – Supt Davies presented information on projected funding IF the state Gannon lawsuit is settled and they don't make any other changes. Again at this point this is projected and not actual.

Supt Davies also presented information from Utility Cost Control company. He feels that we should wait until after we get all of the lighting and HVAC work done prior to having them come in and assess utility costs.

### **OLD BUSINESS:**

#### 6. A.I. Facilities

- *HS and MS entryways* – We have been having issues with the intercoms at the MS and HS. The sound is becoming garbled and the video to monitor with is not easily viewed due to poor quality. We would like to have Sound Products put in new equipment at the front door of the MS, front door of the HS and also the East entrance at the HS.

Front door at MS \$3,843.50

Front door at HS \$4,083.00  
East door at HS \$3,716.00

**A motion was made by Member Marshall and seconded by Member Ford** to approve the installation by Sound Products as presented for front door of MS for \$3,843.50 & front door of HS for \$4,083.00. Motion carried, 7-0.

- *Elementary preschool area* – Bid presented by Ben Moore Studio Architects to add a door and bathroom to an existing sensory room at HES. Bid is for \$11,740. BOE would like to take time and review and discuss at the May meeting.
- *Fresh Start and maintenance facility*- After much discussion it was determined that the BOE would like a proposal/plan with a formal presentation and costs attached. Need to also have a plan for future costs and if those will be covered by the district or will donors cover that if we were to do something other than use the facility for maintenance.
- *Parking lot* -Supt Davies provided plans for the parking lot. One side had extensive sidewalks and a retaining walls. Other side was without retaining walls and simple sidewalk. BOE consensus was to get a bid on the side without retaining walls and the simple sidewalk and have at May meeting.
- *Elementary blue water (Copper)* – Discussed pkmr engineers. Nothing from GSI has been conclusive yet.

President Patch returned to meeting at 8:47pm.

#### 7. A.I. School start times for next year

As we discussed at the beginning of this school year we need to offset the start and ending times of the different building to help with the end of the day bussing. Administration and the transportation director believe that a 10-minute difference in the elementary and the MS/HS schedule will fix our issues and concerns. The middle school and the high school will either move back 5 minutes together - 8:00 to 3:00 (option 1) or remain at the same times they currently start - 8:05 to 3:05 (option 2). Their schedule is a little tougher to move as our Washburn Tech students come back for lunch at a specific time. The elementary will either move forward 5 minutes from their present time – 8:10 to 3:10 (second part of option 1) or they will move back 5 minutes from their present time – 7:55 to 2:55 (second part of option 2). The elementary has to do the moving in either option so their recommendation is attached. Things to consider:

- Before the new elementary school, the MS ad HS started at 8:05 to 3:05 and the elementary went from 8:20 to 3:20
- Bus drivers are pushing for Option 1 as their present bus routes are louder picking up the elementary first and then going to the MS and HS before their first drop off for their in-town route (less discipline referrals)
- Parents who work, already drop off their children at the earliest time possible. We may need a before ACE program for student and parents regardless of the time

9:14 Member Arnold exited the meeting.

9:16 Member Arnold returned to meeting.

A survey was presented to the BOE from HES teachers preference of times for HES buses. 70.5% opted for the 7:55 – 2:55 start time and 29.5% opted for the 8:10 – 3:10 start time.

**A motion was made by Member Ford and seconded by Member Arnold** to approve new times for HES which will be 8:10-3:10 and new times for HMS/HHS will be 8:00-3:00 for the 2019-2020 school year. Motion carried, 5-2.( Frazier and Marshall opposed)

#### 8. I.I. Summer School

Principal Williams presented to the BOE a redesign of summer school for K-8. She is requesting a budget of \$29,500 which does not include daily transportation and field trip transportation costs.

9:24 Member Arnold exited the meeting.

9:26 Member Arnold returned to meeting.

#### 9.I.I Surveys

President Patch presented an engagement survey to the BOE to review. It is a survey for all staff in the district that should take about 10-15 minutes. It will be done by building and shared staff over multiple buildings will take one for each building. Ultimately this would be done annually for all staff.

President Patch would also like to see us provide exit interviews for staff leaving. They would fill it out and then place it in a sealed envelope and return it to the district office to be collected and shared with the BOE.

#### 10.I.I. Bond

Postponed until the May BOE meeting.

## **NEW BUSINESS:**

### 11.A.I. Food Service

Supt Davies proposed for the district to take over the summer meal program this summer that was provided by the Catholic Charities last summer and add breakfast to it. He would also like to provide free Kindergarten Breakfast in the Classroom for the 2019-2020 school year.

9:29 Member Ford exited the meeting.

**A motion was made by Member Murphy and seconded by Member Arnold** to approve both of these programs as proposed. Motion carried, 6-0.

9:31 Member Ford returned to meeting.

### 12.A.I. Curriculum

If we want to tackle curriculum in a meaningful way, we are going to need time. The best time for our staff to make meaningful strides in curriculum development is in the summer. We would like to have curriculum meetings happen in the summer under Paula's guidance and that we pay teachers the negotiated agreement wages of \$15.00 per hour (Page 9 of the Negotiated agreement) up to 40 hours per person per curriculum. We will start with English, mathematics, Science and Social Studies.

**A motion was made by Member Marshall and seconded by Member Frazier** to approve summer curriculum meetings. Motion carried, 7-0.

### 13.I.I. Credits

Supt Davies would like for the BOE to think about the following questions.

EX: If a student takes Algebra at any time during their schooling, should it be counted as a HS credit?

Does every student have to take chemistry or biology while in school?

### 14.I.I. Fees for next year

Attached are last year fees we charged for school enrollment. The only items we are looking to change are what we discussed concerning 4-year old preschool and a snack fee for certain grades. Bob (with Ginger's help) will host a bus fee meeting with patrons on April 17 or May 1. We will submit and approve the fees for next year at the May 13, BOE meeting.

15.A.I. HSEC Stipends

The HSEC board of advisors are recommending that the Holton Board of Education change the stipends for the following positions:

Psychologist from: \$3,000 to: \$5,000

PDT from: \$1,500 to: \$3,000 and also extend contract days from 5 to 10.

Speech language Pathologist remain the same, but less student caseload

**A motion was made by Member Ford and seconded by Member Frazier** to approve special education stipends for Psychologists to \$5,000, PDT to \$3,000 and 10 extended contract days. Motion carried, 7-0.

16.I.I. KESA

Our onsite visit will be May 1<sup>st</sup>. BOE are invited to attend lunch at 11:30.

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

**Nothing to discuss.**

18. A.I. Executive session for discussion on negotiations

**A motion was made by Member Frazier and seconded by Member Ford**

that Holton USD #336 recess to executive session at 9:47PM for 12 minutes returning to regular session at 9:59PM for the purpose of discussing:

- a. The exception for employer-employee negotiations under KOMA. Motion carried, 7-0.

Bob Davies remained in executive session with the board.

Bob Davies exited executive session with the board.

Returned to regular session at 9:59pm with no decisions made.

**A motion was made by Member Marshall and seconded by Member Ford** to extend regular session for 5 minutes at 10:00 p.m. Motion carried, 7-0.

**A motion was made by Member Arnold and seconded by Member Ford**

that Holton USD #336 recess to executive session at 10:00PM for 5 minutes returning to regular session at 10:05PM for the purpose of discussing:

- b. The exception for employer-employee negotiations under KOMA. Motion carried, 7-0.

Returned to regular session at 10:05pm with no decisions made.

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

**Nothing to discuss.**

20. I.I. Decisions from executive sessions

**None**

21. I.I. Topics for next meeting May 13th, 2019

*Bus fees for 2019-2020*

*Approve all fees for 2019-2020*

*Survey results*

*Approve Summer school budget/staff*

*Approve Coach and Sponsors for next year*

*Admin Job Descriptions*

*LOB percentage*

*Bond*

*BCBS renewal*

*KESA update*

*Redesign update*

*Technology*

*Facilities- HES preschool area, HES parking lot bids*

22.A.I. Adjourn

President Patch adjourned the meeting at 10:05PM.

Minutes as recorded by:

Deirdré (Dee) Folk

Clerk, Board of Education, Holton USD #336

515 Pennsylvania Ave, Holton, KS 66436

**Important Dates/Information:**

April 8 Regular BOE meeting - 6 p.m.

April 12 No school – Staff Development 8:00 a.m. – 3:00 p.m.

April 19	No School
May 13	Regular BOE meeting - 6 p.m.
May 18	HHS Graduation 6 p.m.
June 10	Regular BOE meeting – 6 p.m.
June 24	Regular BOE meeting – 6 p.m.
July 8	Anticipated Regular BOE meeting – 6 p.m.