

APPROVED

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

UNIFIED SCHOOL DISTRICT NO. 336
BOE – First Regular Meeting
Monday, May 13th, 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 Ford and seconded by Member Arnold to approve the agenda as amended. Motion carried, 7-0.

2.I.I. Public comments:

Brooks Barta was present and provided the BOE with his and others opinions through letters and also a proposal as to why the fair building would be a great asset to the school district as an indoor activity complex.

Rochelle Falk was present and provided the BOE with opinions from a taxpayers viewpoint as to why they should not consider making the fair building an indoor activity complex.

Three HMS students, Darcee Ashcraft, Grace Etzel and Jadyann Doyle came to present their power point on their fundraising project. They won 1st place at the Kansas Students Technology Leadership competition. They had to develop a fundraiser and then complete all of the organizational aspects that would go with it. They selected a dodgeball fundraiser for the KAYS walking path. They had to develop t-shirts, flyers and then provide concessions for the fundraiser.

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

- A. Approve minutes for the April 8, 2019, regular board meeting and May 6, 2019 special board meeting.
- B. Approve payment of warrant numbers 64495 through 64625 for the amount of \$555,027.91
- C. Approve April payroll in the amount of \$1,138,442.10
- D. Donations:
 - a. \$30.00 to teachers at HES as a donation in lieu of purchasing magazines.

- E. Personnel
 - a. New Hires:
 - i. Dalton Beightel– HES teaching position
 - ii. Hailey Bluml - HES teaching position
 - b. Retirements:
 - i. Mark Middlemist – HHS Social Studies and PE
 - c. Resignations:
 - i. Trayce King – HES Kindergarten Teacher
 - ii. Emilie Collins – HES 3rd grade teacher
 - Eryn Coverdale- HMS Receptionist
 - d. Transfers:
 - i. Cathi Kittrell from: HSEC - special education teacher - HES
to: HES regular education teacher
 - ii. Dustin McBride from: HES 4th grade teacher
to: HMS STEM education teacher
 - e. Holton Certified Renewals for next year
 - i. See attached sheet CA - 1
 - f. Holton Classified Renewals for next year
 - i. See attached sheet CA - 2
 - g. Holton Coaches and Sponsor Renewals for next year
 - i. See attached sheet CA – 3
 - h. HSEC Certified Renewals for next year
 - i. See attached sheet CA - 4
 - i. HSEC Classified Renewals for next year
 - i. See attached sheet CA – 5
 - j. Substitute Teacher Renewals for next year
 - i. See attached sheet CA – 6
 - k. Hire Holton Summer School Help for 2019 (\$25.00 per hour teacher and \$10 per hour for Para)
 - i. See attached sheet CA - 7
 - l. Still to recruit/hire –
 - i. District Social Worker
 - ii. 3 Elementary teachers
 - iii. HS Social Studies/PE teacher
 - iv. HS & MS Receptionist
 - v. PM Bus Driver
 - vi. Summer Landscaping help
 - vii. HS Girl’s Golf Coach
 - viii. HS Girls Basketball Coach
 - ix. HS Girls Asst. Basketball Coach
 - x. HS Boys Asst. Basketball Coach
 - xi. HS School Play Sponsor
 - xii. HS Asst. Football Coach
 - xiii. HS Head Track Coach

- xiv. MS 7th grade Volleyball
 - xv. MS 7th grade Asst. Volleyball
 - xvi. MS 8th grade Girls Basketball Coach
 - xvii. MS 8th grade Girls Asst. Basketball Coach
 - xviii. MS Asst. Track Coach
 - xix. MS Asst. KAYS sponsor
 - xx. MS Yearbook
 - xxi. HSEC HS Special Education teacher – Royal Valley
 - xxii. HSEC Elementary Special education teacher (Behavior/Mod-Severe) – HES
 - xxiii. HSEC Special Education teacher – HES
 - xxiv. HSEC Special Education teacher – Onaga
 - xxv. HSEC School Psychologist
 - xxvi. HSEC Social Worker for PDT team
- F. Transportation Requests: HHS band Trip to San Antonio Texas – March 9 - March 13, 2020
 - G. Keystone Parents as teacher renewal for 2019-2020 - adding one additional slot (8 added families)
 - H. Consortium Agreement for Provisions of Educational Services – Project Plus
 - I. HSEC Independent Contract Agreement with Shelly Schmelzle, Speech Language Pathology services.
 - J. Purchase HSEC new Vehicle – 2019 Ford Fusion from Foster Ford at \$19,878 (See attached).
 - K. Disposal of Property – Sell current HSEC Blue Taurus car on Purple Wave

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

4. A.I. Reports:

A. PAT report

Barb Schul from Keystone presented to the BOE the present data of multiple areas of her program. Requested BOE purchase 4 units at a cost of \$18,000. This was approved in consent agenda.

B. Transportation

Director Binkley presented the BOE a packet of information on wireless bus video software and hardware. Discussion on need and purpose for this and what we currently have in place and what additional items we need.

A motion was made by Member Marshall and seconded by Member Murphy to approve the purchase of \$26,210.30 from Midwest bus sales out of the 18-19

budget and the remainder of \$19,789.70 out of the 19-20 budget. Motion carried, 7-0.

C. Technology

Gordon Lamme handed out a brochure from Harris school solutions. It is on an app called EZMealApp that is a Free and Reduced Meal application software. This will allow us to do these applications along with our online enrollment this summer. We are hoping this easy access will help to increase our Free and Reduced enrollment percentage since the school receives funding for each student qualifying. It allows us to offer a complete online enrollment experience for our parents and guardians.

A motion was made by Member Marshall and seconded by Member Frazier to approve the Harris school solutions EZMealApp for \$2,495 as presented. Motion carried, 7-0.

Tom Sextro presented to the BOE the plan for technology in 2019-2020. At this time this plan is flexible if there needs to be changes with the new redesign project.

A motion was made by Member Frazier and seconded by Member Ford to approve the proposal for technology for \$105,861.60 as presented for the 19-20 budget year. Motion carried, 7-0.

D. Maintenance

Mike Porter presented a bid to reseal the HES parking lot from SunFlower Paving Inc. for \$11,791.05. This is to fill cracks, spray seal coat and restripe.

A motion was made by Member Marshall and seconded by Member Frazier to approve the bid from SunFlower Paving Inc for \$11,791.05 as presented. Motion carried, 7-0.

Mike Porter also presented a bid for some electrical and ground work to be done at the bus barn. Due to the additions and upgrades to the electrical system in the bus barn it is too heavy to run through the roof as it is currently. Due to the increase amount and size of wiring it will need to be run underground from the pole. At this time the bid is \$7,490 for Riley electrical and \$1,872.00 backhoe cost from Haug Construction. Total estimated cost of \$9,362.00. The ceiling in the bus barn will be done by this Wednesday.

A motion was made by Member Marshall and seconded by Member Matousek to approve the proposal of \$7,490 Riley Electric Inc. and \$1,872 Haug Construction as presented. Motion carried, 7-0.

Mike Porter also presented a rough drawing of what he would like to see done with his maintenance space. This would allow for indoor storage of equipment and also buying bulk custodial supplies. Office and conference room space for meetings as well as space for working on equipment.

E. Curriculum

Paula Hough, Jackie McAsey and Jennifer O'Neil were present in support of the redesign project. They had their first webinar and are starting movement forward!

F. Principals

Karen Williams – HES is presenting Conscious Discipline this summer. It is a 10 session course with Dr. Becky Bailey. It is for educators and parents. It will be offered the following dates and Mrs. Williams is up for holding Saturday sessions if she gets enough interest. Call office if wish to attend. 785-364-3251

June 5, 6, 7	1:00-4:30pm
June 19, 20, 21	1:00- 4:30pm
June 4, 11, 18	5:00-8:30pm
Aug 5, 6, 7	1:-4:30pm

Mrs. Williams is also currently looking at having an early morning ACE program to go along with the afternoon ACE program. Since Janci Smith will be taking a new teaching position with us next year she will be stepping down from her ACE director position. We will be looking for someone to step into this role in the new school year.

Carolyn Cochren announced to the BOE that graduation went well and she had 16 students graduate. She has also been pleased that she has a handful of students who have come in last week and have really been working hard to complete some credits for this year that are on target to graduate at the end of next school year.

Michael Kimberlin said he included the multiple league track records that were broke or set this year with his building report. They were very excited about adding the hurdles into the mix this year.

Rod Wittmer informed the BOE that Rafe Folk, Drew Morris and Ryan Taylor qualified for state golf this coming Monday in Emporia. Tuesday night is the retirement reception for Dale Allen, Mark Middlemist and Dennis Tegethoff in

the HS commons at 5:00. Tuesday at 6:30 is Senior Syonara. There is a pops concert on the square Thursday at 6:30 for 5th – 12th grades. Graduation is at 6:00pm Saturday.

G. Superintendent

Superintendent Davies said the KESA visit went well and accreditation is on track.

5. A.I. **OLD BUSINESS:**

A. Facilities

- *Elementary preschool area* – Bid presented by Ben Moore Studio Architects to add a door and bathroom to an existing sensory room at HES from April meeting. Bid is for \$11,740. After much discussion about what needs to be done, what input the fire marshal will have and specs from KDHE that need to be obtained this project is on hold. Some scenarios were discussed in utilization of existing space and space at annex.
- *Fresh Start and maintenance facility*- Discussion on viewpoints shared earlier in the meeting along with additional ones from BOE members. Strategic planning was brought up again and it was decided that until we have some goals and time lines in place with the beginning of a strategic plan it will be impossible for the BOE to make informed decisions on the use of all of its current facilities. President Patch asked the BOE if we could get a planning meeting together in the next couple of weeks. Date to be determined.
- *Summer HVAC at HHS*-They will be turning off the AC at the HS the weeks of July 15th through August 2nd.
- *Elementary blue water (Copper)* – Supt Davies handed out to BOE members a 90 page packet with the information from Westfield Energy, LLC – Nick Reuss. In summary there is the possibility of three issues that we need to check systematically. Hot water issues, polarity of wiring and circulatory/filter issues. We will move forward with checking each of these areas to see if any make an impact on our current situation.
- *Bus Bids* – Supt Davies would like to request bids for a route bus to come from this year's budget and at the same time request bids for an activity bus to come out of next year's budget.

A motion was made by Member Marshall and seconded by Member Arnold to approve Supt seeking bids for two buses. Motion carried, 7-0.

- *Vehicle Bids* – Supt Davies would like to request bids for another used mini-van as our Chevy Uplander is starting to show its age

A motion was made by Member Marshall and seconded by Member Ford to approve Supt seeking bid for used mini-van. Motion carried, 7-0.

B. BOE Survey

Shelby Patch presented to the BOE a presentation of the 97 responses that were received back on the survey the BOE sent out to the 217 Holton building staff. There were some good aspects and also some definite areas we need to work on. She will be collecting the info per building then providing it to the admin of those areas so that they can come up with plans for their areas of needed improvement.

9:44 break for 10 min. Returned to regular session at 9:54pm.

C. Bond

If the board would like to look at a bond issue, then Supt Davies would recommend we start this process sooner than later as we have to get a lot of issues addressed and in a timely fashion. We must now petition the Kansas State Board of Education to even have a bond issue due to a cap on bond funds. He provided the BOE with two options. One at 4.5 Million and the other for 5 Million. Discussion on the projects that it would be used for and why we need to go with a bond issue vs. lease purchase.

A motion was made by Member Marshall and seconded by Member Murphy to approve the following resolution authorizing a bond election as presented for 4.5 Million. Motion carried, 7-0.

A motion was made by Member Arnold and seconded by Member Ford to extend regular session for 50 minutes at 10:00 p.m. Motion carried, 7-0.

D. Bus Fees

Supt Davies provided to the BOE the proposal for bus fees for next year.

A motion was made by Member Murphy and seconded by Member Marshall to approve the bus fee proposal for next year as presented. Motion carried, 7-0.

E. School Fees for next year

A motion was made by Member Murphy and seconded by Member Marshall to approve the school fee proposal for next year as presented. Motion carried, 7-0.

6.A.I. NEW BUSINESS:

A. Job Descriptions

A set of job descriptions is included in the packet. These are in the draft stage so please review and we will approve them at the June meeting.

B. Potential New positions

Supt Davies discussed the need for an information director to handle all student data. This would improve data consistency and accuracy throughout the district.

C. Health Insurance

Survey was sent to staff who currently have the district insurance for July 1 start date which is the certified staff and the 12 month classified staff. 135 staff were emailed the survey and we rec'd 76 responses.

35.5% said they wanted to stay with the current BC/BS plans.

32.9% replied they wanted to change to BC/BS Blue Edge plans.

31.6% replied they will go with whatever the majority wants.

Multiple comments from staff saying they would like for the district to look at more affordable options this fall for staff health insurance. Would like to see a change for the 20-21 SY.

A motion was made by Member Murphy and seconded by Member Arnold to approve the BC/BS original 4 plans as presented. Motion carried, 7-0.

D. BOE Elections

Supt Davies provided the BOE with forms on filing for the district elections coming up. Filing deadline is June 3rd at noon.

7.A.I. Executive session

A. Executive session to discuss non-elected personnel.

A motion was made by Member Murphy and seconded by Member Matousek that Holton USD #336 recess to executive session at 10:30PM for 5 minutes returning to regular session at 10:35PM 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 10:35PM 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 10:35PM for 10 minutes returning to regular session at 10:45PM 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 10:45PM with no decisions made.

B. Executive session to discuss student concerns

Nothing to discuss.

C. Executive session for discussion on negotiations

Nothing to discuss.

D. Executive session to discuss business privilege.

Nothing to discuss.

E. Decisions from executive sessions

None

8. I.I. Topics for next meeting June 10th, 2019

Admin Job Descriptions

Bond

Facilities

9.A.I. Adjourn

President Patch adjourned the meeting at 10:46PM.

Minutes as recorded by:

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

Important Dates/Information:

May 18	HHS Graduation 6 p.m.
May 22	Last Day for Students
May 23	Last Day for Teachers
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.