

UNIFIED SCHOOL DISTRICT NO. 467
WICHITA COUNTY
LEOTI, KANSAS

- Meeting Time and Place
1. The Board of Education of Unified School District #467, Wichita County, Kansas met in regular session at 7:00p.m., Tuesday, July 18, 2017 in Leoti.
- People Present
2. Members present were: Brian Gerstberger, Jason Koehn, Jim Myers, Tammy Simons, Farrin Watt, and Brandon Whalen.

Also present were: Superintendent, Keith Higgins; Clerk, Pat Bishop; Treasurer, Tammy Mason; Director of Buildings and Grounds/Transportation, Ed Simon; and Guests: Nate Brown, Mark Fairchild, and Haydon Parks.
- Elect President
3. Jim Myers opened the floor for nominations for President. Brian Gerstberger moved and Tammy Simons seconded to nominate Jim Myers as President for 2017-2018. Motion carried 6-0.
- Elect Vice President
4. Jim Myers opened the floor for nominations for Vice-President. Jason Koehn moved and Brian Gerstberger seconded to nominate Brandon Whalen as Vice-President. Motion carried 6-0.
- Appoint Clerk
5. Jim Myers moved and Tammy Simons seconded to appoint Tammy Mason as Clerk. Motion carried 6-0.
- Appoint Treasurer
6. Brian Gerstberger moved and Brandon Whalen seconded to appoint Jeannine Hassell as Treasurer. Motion carried 6-0.
- Appoint Deputy Clerk
7. Brandon Whalen moved and Jason Koehn seconded to appoint Bev Higgins as Deputy Clerk. Motion carried 6-0.
- Changes to Consent Agenda
8. Jim Myers requested to move item number 6 concerning Resolution No. 2018-09 to adopt an LOB greater than 30% (not to exceed 33%) on the agenda to item 19A.

Approved Consent Agenda

9. Farrin Watt moved and Brandon Whalen seconded to approved the consent agenda consisting of:
 - A. Approval of the agenda for the meeting.
 - B. Minutes of the June 12, 2017 BOE meeting.
 - C. Payments of bills and payrolls.
 - D. Personnel Actions:
 1. Approve contracts as listed for administration and classified employees.
 2. Approve a contract with Christina Baber, Summer Drivers' Ed teacher.
 3. Approve hiring Isabel Cardenas, WCES ESL Para.
 - E. Approve the 2017-18 Cooperative Agreement between GCCC and USD #467 for enrollment of Secondary Pupils.
 - F. Accept a donation of \$4,800 from American implement for WCHS FFA.Motion carried 6-0.

Approve FFA Trip

10. Farrin Watt moved and Jason Koehn seconded to approve the request of FFA Advisor, Mark Fairchild, to take the FFA officers on a 2 night retreat to the Colorado Springs area before school starts. This would be a replacement trip for the usual State Convention trip and an opportunity for the FFA officers to plan for the next school year. Motion carried 6-0.

Executive Session for Attorney-Client Discussion

11. At 7:07p.m. Brian Gerstberger moved and Jason Koehn seconded to enter executive session for twenty (20) minutes with the Board and Mr. Higgins present to discuss potential litigation with legal counsel pursuant to the exception for matters which would be deemed privileged in the attorney-client relationship under KOMA. Motion carried 6-0. Board resumed regular session at 7:27p.m.

Approve Resolutions

12. Tammy Simons moved and Brian Gerstberger seconded to approve Resolution No. 2018-01, Resolution No. 2018-02, Resolution No. 2018-03, Resolution No. 2018-04, Resolution No. 2018-05, Resolution No. 2018-06, Resolution No. 2018-07, and Resolution No. 2018-08. Motion carried 6-0.

Approved Petty Cash Limits

13. Brian Gerstberger moved and Brandon Whalen seconded to approve Petty Cash limits for each of the district's activity funds- WCES \$300, WCJSHS \$1,500, and Board Office \$1,000. Motion carried 6-0.

Approved Leoti Standard

14. Brian Gerstberger moved and Jim Myers seconded to designate the Leoti Standard as the newspaper for legal publications. Motion carried 6-0.

Approve Appointments to Advisory Boards

15. Following discussion, Farrin Watt moved and Jason Koehn seconded to approve appointments of Board members to various advisory boards including Farrin Watt with Jim Myers as alternate to the HPEC Board of Directors, Brian Gerstberger to the Wichita County Recreation Board of Directors, Tom Ridder with Jason Koehn as alternate to the USD Professional Council, Jim Myers to the Northwest Kansas Technical College Board of Directors, Tammy Simons with Brandon Whalen as alternate to the Wichita County Economic Development Board of Directors, Jason Koehn and Brandon Whalen to the Negotiations Committee, and Farrin Watt and Jim Myers to serve on the Calendar Committee. Motion Carried 6-0.

Approve Designations

16. Brandon Whalen moved and Brian Gerstberger seconded to approve designations of non-elected personnel to satisfy State and Federal requirements: Each building principal to serve as the school official to report truancies for students who should be attending their respective attendance center for the 2017-2018 school year; Keith Higgins as the purchasing agent for the school; Tammy Mason as the school food service representative. Also approval of the School Food Service Program Agreement and Certificate of Authority/ Application for Participation. Also approval for participation in the free milk program for eligible preschool students; Delbert Schmidt as the hearing officer for free and reduced price meal applications; Jana Simon as the USD 467 Civil Rights Compliance Officer; Tammy Mason as Designated Agent for Kansas Public Employees Retirement System with Jeannine

Hassell as alternate signer; Each building principal as custodian of gate receipts; Randy Grisell as board attorney; and Jana Simon as homeless liaison and LCP coordinator. Motion carried 6-0.

Adopt 1116 Hour Calendar and Inclement Weather Make Up Days

17. Farrin Watt moved and Brian Gerstberger seconded to approve adoption of an 1116 hour calendar for 2017-2018 and designated May 21, 2018 and May 22, 2018 as make up days for inclement weather. Motion carried 6-0.

Approve Meal Prices

18. Tammy Simons moved and Brandon Whalen seconded to approve lunch and breakfast prices for 2017-2018; Single Student Meals for K-6/ Lunch \$2.50 and breakfast \$1.25; Single Student Meal for 7-12/ Lunch \$2.90 and Breakfast \$1.55; Adult Meals/ Lunch \$3.75 and Breakfast \$1.75; and Milk \$0.40. Motion carried 6-0.

Approve Book Rental and Enrollment Fees

19. Jason Koehn moved and Brian Gerstberger seconded to approve book rental and other enrollment fees for 2017-2018 as follows: Preschool qualifying for At-Risk \$285.00 if paid in full at enrollment or \$35.00/month August thru April includes daily milk; Preschool not qualifying for At-Risk \$575.00 if paid in full at enrollment or \$70/month August thru April includes daily milk; Preschool Supply Fee \$25.00; Grades K-6 \$50 includes workbooks; Grades 7-8 \$50.00 includes workbooks; Grades 9-12 \$50.00 does not include workbooks; Grades 7-12 \$10.00 technology fee; Summer Drivers Ed for in District students \$100.00, and for out of district students \$200.00. Motion carried 6-0.

Approve Substitute Teacher Pay

20. Farrin Watt moved and Brian Gerstberger seconded to set substitute teacher pay at \$110 per day for fully licensed substitutes and \$90.00 per day for emergency licensed substitutes. Motion carried 6-0.

Approve Milk Bid

21. Farrin Watt moved and Brandon Whalen seconded to approve milk bid of \$0.34 per carton from Leoti Foods. Motion carried 6-0.

Superintendent's Report

22. Superintendent Higgins reviewed the budget meeting he, Pat Bishop, Tammy Mason, and Jeannine Hassell attended last week. The budget form has not been released to schools yet. Cash balances at the end of the 2016-17 year were reviewed.

Transportation/ Maintenance Discussion

23. Ed Simon met with the Board to discuss bus issues and provide information on purchasing a bus to replace #1 which will be too old to use in August, 2018. Discussion included new buses, used buses, and leasing possibilities. Plans were made to look at a used bus. More information will be provided before a decision is made.

Ed Simon also discussed grounds and maintenance updates that are currently in progress. The maintenance/custodial staff has painted interior and exterior where needed. They currently have maintenance work being performed on the air conditioning system and floors.

Executive Session for Non-elected Personnel

24. At 8:24p.m. Brian Gerstberger moved and Jason Koehn seconded to enter executive session for fifty-five (55) minutes to discuss employee matters pursuant to non-elected personnel exception under KOMA. Motion carried 6-0. Board resumed regular session at 9:19p.m.

Table classified and supplemental assignments

25. Approving of classified and supplemental assignments for 2017-2018 was tabled until the next School Board meeting.

Approve Resolution 2018-09

26. Following discussion, Jim Myers moved and Tammy Simons seconded to approve Resolution No. 2018-09 to adopt an LOB greater than 30% (not to exceed 33%). Motion carried 6-0.

Discussion of District Goals

27. Tammy Simons discussed Effective Communication in the district goals. Discussion followed.

Executive Session for Negotiations

28. At 9:37p.m. Farrin Watt moved and Brandon Whalen seconded to enter executive session for ten (10) minutes to discuss the latest proposal from the

negotiations committee pursuant to the exception for employer-employee negotiations under KOMA. Motion carried 6-0. Board resumed regular session at 8:34 p.m.

Approved Certified Employee Salary Increases

29. Jason Koehn moved and Brian Gerstberger seconded to approve the 2017-2018 negotiated agreement. Motion carried 6-0.

Adjournment

30. Jim Myers officially adjourned the meeting at 9:55p.m.

Board of Education
Unified School District #467
Wichita County, Kansas

Jim Myers, President

Tammy Mason, Clerk of the Board