

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION
ST. JOHN-HUDSON U.S.D. #350
REGULAR SESSION
July 11, 2016

CALL TO ORDER

The Board of Education of Unified School District 350, State of Kansas, Stafford County, met in regular session at 7:00 p.m. in the board room, on Monday July 11, 2016. The meeting was called to order by President Chad Fisher.

MEMBERS PRESENT

Chad Fisher, Carl Behr, Debby Waddle, Barb Alpers, Vance Fisher, Derek Foote,

STAFF PRESENT

Josh Meyer, Travis Olive, Alisa Fisher, Rita Suiter, Brian Watts

Election of Board President and Vice President

Barb Alpers nominated Chad Fisher for board president. Carl Behr seconded the nomination.

YES: 5 NO: 0 MOTION CARRIED

Chad Fisher was elected 2016-2017 Board President by open ballot.

Vance Fisher nominated Barb Alpers for Board Vice-President. Derek Foote seconded the nomination.

YES: 6 NO: 0 MOTION CARRIED

Barb Alpers was elected 2016-2017 Board Vice-President by open ballot.

WELCOME VISITORS

Carol Riegel

ADDITIONS/CHANGES TO THE AGENDA

Facility use for Bulldog Football

APPROVE THE AGENDA

Derek Foote moved and Vance Fisher seconded the motion to approve the agenda as presented or amended.

YES: 6 NO: 0 MOTION CARRIED

APPROVE CONSENT AGENDA

Minutes of the June 13 regular meeting and June 20 special meeting
Bills for payment
Financial Reports
Activity Fund Report
July 1 Cash Balances
Standard Annual Board Resolutions

Vance Fisher moved and Barb Alpers seconded the motion to approve the consent agenda as presented.

YES: 6 NO: 0 MOTION CARRIED

PATRON COMMENTS

None

BUSINESS ITEMS

One-to-one computer policy

Brian Watts, the new Technology Director was at the meeting and presented the board with the policy. Mr. Watt's explained to the board what would be allowed and not allowed. The students would be taught to how to take care of the computer and there would be a student pledge form to sign for the parent and student. A final draft will be presented for board approval in August.

Chromebook bids

Bids were collected from various vendors for Chromebooks for the schools one-to-one program for SJH students. It was recommended the board approve the bid from GBT. The bid request letter, summary of bids and recommended bid were included on supporting documents.

Carl Behr moved and Derek Foote seconded that the Board approve the bid of \$24,300 from GBT for the purchase of the Lenovo Chromebooks and management software.

YES: 5 NO: 1 MOTION CARRIED

Organization for the 2016-2017 School Year

A number of appointed positions and designations need to be made by the Board for the new school year. The chart below identifies the appointments and designations for the previous school year and the recommended changes for the 2016-2017 school year.

<u>Appointment / Designation</u>	<u>2015-16 (past)</u>	<u>2016-2017</u>
Board Clerk	Alisa Fisher	Alisa Fisher
Board Treasurer	Marla Irvine	Marla Irvine
Deputy Clerk	Marla Irvine	Marla Irvine
Person Responsible for Gate Receipts	Mike Burgan	Travis Olive
Truancy Officers	Mike Burgan, Travis Olive	Josh Meyer, Travis Olive
Attendance Hearing Officer	Josh Meyer	Josh Meyer
Hearing Officer for Free/Reduced Breakfasts and Lunches	Josh Meyer	Josh Meyer
Food Service Representative	Josh Meyer	Josh Meyer
KPERS Representative	Alisa Fisher, Josh Meyer	Alisa Fisher, Josh Meyer
Freedom of Information Officer	Josh Meyer	Josh Meyer
Compliance Coordinator for Federal Programs & Laws	Alisa Fisher	Alisa Fisher
High School Activity Fund Treasurer	Zoe Staub	Zoe Staub
Building Principal to the Sick Leave Bank Committee	Travis Olive	Travis Olive
Board Representative to the Goodman Scholarship Committee* (appt. is to change each year)	Darin Brummer	Darin Brummer
Board Representative to the St. John High School Local Scholarship Committee* (appt. is to change each year)	Vance Fisher	Vance Fisher
Board Representative to the Board of Directors of the SCK Special Education Cooperative*	Debby Waddle, all others alternates	Debby Waddle, all Others alternates
Two Members to the Library Interlocal Board*	Carl Behr, Chad Fisher	Carl Behr, Chad Fisher
Board Representative on Local Professional Development Council* (PDC)	Carl Behr	Carl Behr
Board Representative on the Neighborhood Revitalization Plan committee*	Barb Alpers	Barb Alpers
KASB Governmental Relations Network Representative*	Chad Fisher	Chad Fisher

Community Representative to Cornwell Scholarship Committee*	Derek Foote	Derek Foote
Board Representatives to USD 350 Recreation Commission Board Member* (multi-year appt)	Donnie Pound, Gerald Rutti	Donnie Pound, Gerald Rutti
Representatives to The St. John/Hudson Community Educational Foundation (board representatives are President and Vice President, superintendent is ex-officio)	Sheila Witt, Leah Crissman, Nicki Behr, Alisa Fisher	Sheila Witt, Leah Crissman, Nicki Behr, Alisa Fisher
Official Newspaper	St. John News	St. John News
School Attorney	Philip Martin	Philip Martin
Official Depository of Funds	SJN Bank of Kansas	SJN Bank of Kansas

Barb Alpers moved and Debby Waddle seconded the motion to approve the list of appointments and designations are presented and discussed.

YES: 6 NO: 0 MOTION CARRIED

Establish Petty Cash Limits

Vance Fisher moved and Carl Behr seconded the motion that the Board approve the petty cash limits be set at \$300 for the district office and \$500 for the student activity fund for the 2016-2017 school year.

YES: 6 NO: 0 MOTION CARRIED

Bank Designation

Chad Fisher left the meeting at 7:42 p.m. for the board to approve because of conflict of interest.

Debby Waddle moved and Derek Foote seconded the motion that the Board designate American State Bank and SJN Bank of Kansas as depositors for USD 350 funds.

YES: 5 NO: 0 MOTION CARRIED

Chad Fisher returned to the meeting at 7:43 p.m.

Board Meeting Dates

Below is a list of recommended meeting dates and times for the upcoming school year.

Date/Time:

August 8, 2016 7:00pm	February 13, 2017 6:00pm
September 12, 2016 7:00pm	March 13, 2017 7:00pm
October 10, 2016 7:00pm	April 10, 2017 7:00pm
November 14, 2016 6:00pm	May 8, 2017 7:00pm
December 12, 2016 6:00pm	June 12, 2017 7:00pm
January 9, 2017 6:00pm	July 10, 2017 7:00pm

Debby Waddle moved and Barb Alpers seconded the motion that the Board approve the board meeting dates.

YES: 6 NO: 0 MOTION CARRIED

Audit Engagement Letters

The district contracts with Vonfeldt, Bauer, & Vonfeldt, Chtd. as the district's financial auditing firm. Two letters were presented for board approval. One is for auditing services and another for non-auditing services (consulting, etc.)

Derek Foote moved and Debby Waddle seconded that the board approve the audit letters as presented.

YES: 6 NO: 0 MOTION CARRIED

2016-2017 Budget

The budget software is not available yet from KSDE. This is much later than our normal budget timeline because of the changes in school finance. The central office staff will be attending a state budget workshop on June 15th. Mr. Meyer provided the board with some operating budget comparison numbers and end of year cash balances for discussion. The budget hearing will be held at the August meeting and the budget will be formally approved at that time.

Board Policy Updates

Each year the board policy book is updated with recommendations from KASB. The recommended changes were included in the board packet. The changes were presented for board consideration and will be presented at the August board meeting.

Board Goals

Current board goals and recommendations were included in the board packet. The board discussed the goals that were presented and discussed how they would work on getting the strategies of the goals from the district staff. A final draft will be presented in August.

Football Field Lights

One football light pole was taken down in a recent storm. The integrity of the other three is in question. The board discussed some options for fixing the situation. The options were to leave the other three and replace the damaged one on the existing foundation or take all the poles down and do a complete replacement of the poles and lights. The board asked Mr. Myer to get some information from companies that could replace them and what the cost would be.

Facility use from Bulldog Football

Bulldog football coach Marc McCandless asked about using the football field for their football games. It was recommended letting the Bulldog football team use the facility.

Carl Behr moved and Vance Fisher seconded the motion to allow the Bulldog team to use the football field for no cost.

YES: 6 NO: 0 MOTION CARRIED

Board Member Activities and Reports

Debby Waddle attended the SCKSEC meeting and a library board meeting and Derek and Mr. Olive attended the Cornwell scholarship meeting.

Administrative Reports

Mr. Olive will be attending a KSHSSA workshop.

Mr. Meyer reported on legislative update, the summer lunch program, standards-based grade card for next year, maintenance on the buildings, professional development, upgrades to classroom technology with the purchase of Chromebooks, school calendar available the end of the month, handbooks are in the process of being completed, enrollment is August 9th. Information from the National Student Clearinghouse was presented and discussed.

EXECUTIVE SESSION

Derek Foote moved and Debby Waddle seconded the motion to recess to executive session at 8:35 p.m. for the purpose of discussing personnel matters in order to protect the privacy of non-elected personnel and that the board returns to open session at 8:55 p.m. Mr. Meyer and Mr. Olive were asked to be included.

YES: 6 NO: 0 MOTION CARRIED

Unofficial Minutes of the St. John-Hudson USD 350 Board of Education Meeting held July 11, 2016.

Barb Alpers moved and Vance Fisher seconded the motion to extend the executive session for 10 minutes.

YES: 6 NO: 0 MOTION CARRIED

Barb Alpers moved and Vance Fisher seconded the motion to extend the executive session for 2 minutes.

YES: 6 NO: 0 MOTION CARRIED

The board returned to open session at 9:07 p.m.

Barb Alpers moved and Debby Waddle seconded the motion to recess to executive session at 9:08 p.m. for the purpose of discussing employee-employer negotiations in order to protect the public interest in negotiating a fair and equitable contract and that the that the board returns to open session at 9:13 p.m. Mr. Meyer and Mr. Olive were asked to be included.

YES: 6 NO: 0 MOTION CARRIED

Barb Alpers moved and Vance Fisher seconded the motion to extend the executive session for 2 minutes.

YES: 6 NO: 0 MOTION CARRIED

The board returned to open session at 9:17

CLOSING BUSINESS ITEMS

Resignations – Contracts
Approve Raises for Classified Staff and Administrators

Derek Foote moved and Vance Fisher seconded the motion to approve a pay raise of 2.2% for all classified staff and administrators effective July 1, 2016.

YES: 6 NO: 0 MOTION CARRIED

Approve Administrators Contracts

Debby Waddle moved and Barb Alpers seconded the motion to approved the 2-year contract as presented for Travis Olive as Jr./Sr. High School Principal.

YES: 6 NO: 0 MOTION CARRIED

Derek Foote moved and Carl Behr seconded the motion to approve the 2-year contract as presented for Josh Meyer as Superintendent and the 1-year addendum for elementary principal.

YES: 6 NO: 0 MOTION CARRIED

FUTURE AGENDA ITEMS

- (a) Finalize board goals
- (b) Hold budget hearing & approve budget
- (c) Approve library budget
- (d) Approve special education cooperative assessments
- (e) Approve shared staff agreements
- (f) Approve KASB recommended policy changes
- (g) Approve one-to-one policy

AJOURN

Carl Behr moved and Debby Waddle seconded the motion to adjourn the meeting at 9:27 p.m.

YES: 6 NO: 0 MOTION CARRIED

APPROVED AND SIGNED THIS _____ DAY OF _____ 2016

PRESIDENT

BOARD CLERK