

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION  
ST. JOHN-HUDSON U.S.D. #350  
REGULAR SESSION  
July 8, 2019

**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 8, 2019. The meeting was called to order by President Chad Fisher.

**MEMBERS PRESENT**

Chad Fisher, Carl Behr, Darin Brummer, Debby Waddle, Shawn Ward, Derek Foote

**STAFF PRESENT**

Josh Meyer, Alisa Fisher, Tara Kinnamon

**ELECTION OF BOARD PRESIDENT AND VICE PRESIDENT**

New legislation moved the date for election of board officers to the January meeting.

Darin Brummer moved and Derek Foote seconded that the Board approve Resolution #2020-1 to extend the terms of the current Board officers to January.

YES: 6      NO: 0      MOTION CARRIED

**WELCOME VISITORS**

**ADDITIONS/CHANGES TO THE AGENDA**

NONE

**APPROVE THE AGENDA**

Derek Foote moved and Darin Brummer seconded the motion to approve the agenda as presented.

YES: 6      NO: 0      MOTION CARRIED

**APPROVE CONSENT AGENDA**

Minutes of the June 10 regular meeting  
Bills for payment  
Financial Reports  
Activity Fund Report  
July 1 Cash Balances  
Standard Annual Board Resolutions

Darin Brummer moved and Shawn Ward seconded that the Board approve the consent agenda as presented.

YES: 6        NO: 0        MOTION CARRIED

**PATRON COMMENTS**

NONE

**BUSINESS ITEMS**

**Organization for the 2019-20 School Year**

The list of appointments and designations was provided to the board members on the supporting document file. It was recommended the board discuss and identify all open appointments and pass the entire list in one motion.

Derek Foote moved Darin Brummer seconded that the Board approve the list of appointments and designations as presented and discussed.

YES: 6        NO: 0        MOTION CARRIED

**Bank Designation**

It was recommended that we designate each financial institution in the district as a depository for district funds.

Shawn Ward moved and Carl Behr seconded that the Board designate American State Bank and SJN Bank of Kansas as depositories for USD 350 funds.

YES: 6        NO: 0        MOTION CARRIED

### **Board Meeting Dates**

It was recommended that the board establish the meeting dates in the July meeting so they can be on the school calendar.

The list below is recommended for specific meeting dates and times for the upcoming school year.

August 12, 2019	7:00pm
September 9, 2019	7:00pm
October 14, 2019	7:00pm
November 11, 2019	6:00pm
December 9, 2019	6:00pm
January 13, 2020	6:00pm
February 17, 2020	6:00pm (one week later)
March 9, 2020	7:00pm
April 13, 2020	7:00pm
May 11, 2020	8:15pm (later time)
June 8, 2020	7:00pm
July 13, 2020	7:00pm

Derek Foote moved and Darin Brummer seconded that the Board approve the regular board meeting schedule as presented.

YES: 6          NO: 0          MOTION CARRIED

### **Audit Engagement Letters**

The district contracts with Vonfeldt, Bauer, & Vonfeldt, Chtd. to complete the annual financial audit. Two letters were presented for board approval on the supporting documents file to the board. One was for auditing services and another for non-auditing services (consulting, etc.).

Carl Behr moved and Darin Brummer seconded that the Board approve the audit engagement letters as presented.

YES: 6          NO: 0          MOTION CARRIED

### **2019-20 Budget**

Mr. Meyer presented to the board information about the district's budget on the supporting documents file. A special meeting may be required to approve the budget in late August.

### **Board Policy Updates**

The recommended board policy updates from KASB provided to the board members on the supporting documents file. Final policy revisions will be presented to the board for approval in August.

### **Capital Improvements Plan**

The capital outlay plan and budget was provided to the board members on the supporting documents file. The 2019-20 budget year is official and the other 4 years will be adjusted each year as needed.

Darin moved and Derek Foote seconded that the Board approve the 2019-20 capital outlay plan as presented.

YES: 6          NO: 0          MOTION CARRIED

### **Boiler Upgrade and Financing**

The board approved the bid from KVK for boiler replacement last month. It was recommended that we upgrade to a better brand of boiler. The project's total cost will be \$103,563.

It was recommended that the district pay cash for the boiler project to save any financing costs.

Debby Waddle moved and Darin Brummer seconded that the Board approve the upgrade to the bid from KVK for an additional cost of \$7,710.

YES: 6          NO: 0          MOTION CARRIED

### **Board Goals**

The recommended board goals were included on the supporting documents file to the board members. The goals are a continuation of the previous year's goals.

Shawn Ward moved and Derek Foote seconded that the Board approve the board goals as presented.

YES: 6          NO: 0          MOTION CARRIED

### **Teachers' Negotiated Agreement**

The new agreement was provided to the board members on the supporting documents file with the changes. There was an additional \$750 added to the base salary. This amounts to a 2.6% increase.

Derek Foote moved and Darin Brummer seconded that the Board approve the teachers' negotiated agreement for 2019-20 as presented.

YES: 6          NO: 0          MOTION CARRIED

### **Pay Raises for Staff**

It was recommended to grant a pay raise to classified staff and administrators at the same rate as the teacher increase.

Carl moved and seconded that the Board approve a pay raise of 2.6% for classified staff and administrators for the 2019-20 fiscal year.

YES: 6          NO: 0          MOTION CARRIED

### **Board member activities and reports**

Debby Waddle attended a SCKSEC meeting.

### **Administrative Reports**

Mr. Meyer reported on the following: Summer lunch program, new text books for next year, PowerSchool implementation, library carpet update, gym and other flooring projects, gym floor covering, painting and regular maintenance, bus parking lot, pickup and drop-off traffic on the elementary side.

### **EXECUTIVE SESSION**

Debby Waddle moved and Carl Behr seconded that the Board go into executive session to discuss specific individuals being hired or resigning pursuant to the non-elected personnel exception under KOMA, with Mr. Meyer and Mr. White to be included, and that they return to open session at 7:51 p.m. in the Board room.

The board return to open session at 7:51pm.

**CLOSING BUSINESS ITEMS**

**FUTURE AGENDA ITEMS**

- (a) Budget Hearing and Approve 2018-19 Budget
- (b) Approve Staff Handbook
- (c) Board Policy Updates
- (d) Approve Library budget
- (e) Approve Special Education Cooperative Assessments

**AJOURN**

Carl Behr moved and Derek Foote seconded the motion to adjourn the meeting at 7:54 p.m.

YES: 6          NO: 0          MOTION CARRIED

APPROVED AND SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2019

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
BOARD CLERK

<b><u>Appointment / Designation</u></b>	<b><u>2018-19 (past)</u></b>	<b><u>2019-2020</u></b>
Board Clerk	Alisa Fisher	Alisa Fisher
Board Treasurer	Marla Irvine	Marla Irvine
Deputy Clerk	Marla Irvine	Marla Irvine
Person Responsible for Gate Receipts	Blain White	Blain White
Truancy Officers	Josh Meyer, Blain White	Josh Meyer, Blain White
Attendance Hearing Officer	Josh Meyer	Josh Meyer
Hearing Officer for Free/Reduced Meals	Josh Meyer	Josh Meyer
Food Service Representative	Josh Meyer	Sondra Davis
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
Coordinator for Homeless Programs	Josh Meyer	Josh Meyer
High School Activity Fund Treasurer	Stephanie Smith	Jennifer Fischer
Building Principal to the Sick Leave Bank Committee	Blain White	Blain White
Board Representative to the Goodman Scholarship Committee* (appt. is to change each year)	Derek Foote	Vance Fisher
Board Representative to the St. John High School Local Scholarship Committee*	Vance Fisher	Derek Foote
Negotiations Team* (two or three)	Chad Fisher, Shawn Ward	Shawn Ward, Debby Waddle
Board Representative to the Board of Directors of the SCK Special Education Cooperative*	Debby Waddle, all others alternates	Debby Waddle
Two Members to the Library Interlocal Board*	Chad Fisher, Derek Foote	Carl Behr, Derek Foote
Board Representative on Local Professional Development Council* (PDC)	Darin Brummer	Darin Brummer
Board Representative on the Neighborhood Revitalization Plan committee*	Carl Behr	Carl Behr
KASB Governmental Relations Network Representative*	Shawn Ward	Shawn Ward
Community Representative to Cornwell Scholarship Committee*	Debby Waddle	Darin Brummer
Board Representatives to USD 350 Recreation Commission	Trey Burgan (exp 2021-22), Donnie Pound (exp 2020-21)	Trey Burgan (exp 2021-22), Jordan Hickel (exp 2020-21)
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, Barb Alpers	Sheila Witt, Leah Crissman, Nicki Behr, Alisa Fisher, Barb Alpers
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