

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION
ST. JOHN-HUDSON U.S.D. #350
REGULAR SESSION
July 9, 2018

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 9, 2018. The meeting was called to order by President Chad Fisher.

MEMBERS PRESENT

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

STAFF PRESENT

Josh Meyer, Marla Irvine, Clint Kinnamon

WELCOME VISITORS

None

ADDITIONS/CHANGES TO THE AGENDA

None

APPROVE THE AGENDA

Debby Waddle moved and Carl Behr seconded the motion to approve the agenda as presented.

YES: 7 NO: 0 MOTION CARRIED

APPROVE CONSENT AGENDA

Minutes of the June 11 regular meeting
Bills for payment
Financial Reports
Activity Fund Report
July 1 Cash Balances
Standard Annual Board Resolutions

Debby Waddle moved and Shawn Ward seconded the motion to approve the consent agenda as presented.

YES: 7 NO: 0 MOTION CARRIED

PATRON COMMENTS

None

BUSINESS ITEMS

Organization for the 2018-19 School Year

The board was provided a list of appointed positions and designations. The board discussed and identified all open appointments and passed the entire list in one motion.

Vance Fisher excused himself from the Board room at 7:08 prior to the vote.

Debby Wadlle moved and Derek Foote seconded that the Board appoint Trey Burgan for the recreation commission Board.

YES: 6 NO: 0 MOTION CARRIED

Vance Fisher re-entered the meeting.

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

YES: 7 NO: 0 MOTION CARRIED

Vance Fisher excused himself from the Board room at 7:08 prior to the vote.

Debby Wadlle moved and Derek Foote seconded that the Board appoint Trey Burgan for the recreation commission Board.

YES: 6 NO: 0 MOTION CARRIED

Bank Designation

In the appointments/designations motion above, the School Board designated an official depository for district funds. It was recommended that we designate each financial institution in the district as a depository for district funds.

Vance Fisher moved and Derek Foote seconded that the Board designate American State Bank and SJN Bank of Kansas as depositories for USD 350 funds.

YES: 7 NO: 0 MOTION CARRIED

Board Meeting Dates

One of the resolutions passed in the consent agenda established the regular board meeting dates. The Board was provided with a list of recommended meeting dates and times for the upcoming school year.

Date/Time:

August 13, 2018 7:00pm

September 10, 2018 7:00pm

October 15, 2018 7:00pm (1 week later)

November 12, 2018 6:00pm

December 10, 2018 6:00pm

January 14, 2019 6:00pm

February 11, 2019 6:00pm

March 18, 2019 8:00pm (later time)

April 8, 2019 7:00pm

May 13, 2019 8:15pm (later time)

June 10, 2019 7:00pm

July 8, 2019 7:00pm

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

YES: 7 NO: 0 MOTION CARRIED

Audit Engagement Letters

The district contracts with Vonfeldt, Bauer, & Vonfeldt, Chtd. to complete the annual financial audit. There were two letters presented for board approval. One was for auditing services and another for nonauditing services (consulting, etc.).

Derek Foote moved and Vance Fisher seconded that the Board approve the audit engagement letters as presented.

YES: 7 NO: 0 MOTION CARRIED

2018-19 Budget

Information about the district's budget was included on the supporting documents file to the Board. A special meeting will likely be required to approve the budget in late August.

Board Policy Updates

The recommended board policy updates from KASB were included on a separate document to the Board. This is the first reading of the policy recommendations. The board will be asked to approve the final updates in August.

Capital Improvements Plan

The capital outlay plan and budget was provided to the Board on the supporting documents file. This is a tentative 5-year plan. The 2018-19 budget year is official and the other 4 years will be adjusted each year as needed.

Darin Brummer moved and Vance Fisher seconded that the Board approve the 2018-19 capital outlay plan as presented.

YES: 7 NO: 0 MOTION CARRIED

Classroom Door Replacement

Bids for classroom door replacement were requested. Sutherland submitted the only bid which was provided to the Board. This project will be to replace all classroom doors and hardware on the high school side and a couple other areas.

Carl Behr moved and Debby Waddle seconded that the Board approve the bid from Sutherland Builders Inc. for \$25,650 to replace classroom doors.

YES: 7 NO: 0 MOTION CARRIED

Kitchen Freezer Storage Building

A proposal to remodel the kitchen freezer building and storage area was presented to the Board.

Debby Waddle moved and Darin Brummer seconded that the Board approve the proposal from Macias Construction up to \$13,000 to remodel the kitchen freezer storage area.

Board Goals

The recommended board goals were included on the supporting documents file. The goals are mostly a continuation of goals that the board has established over the past few years with a few edits.

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

YES: 7 NO: 0 MOTION CARRIED

Disposal of excess property

Bus #3 needs repairs that will cost much more than the bus is worth. It was recommended to sell the bus in an online auction. Information about the district’s vehicle fleet and the rotation schedule was provided to the Board on the supporting documents file.

Debby Waddle moved and Shawn Ward seconded that the Board approve the disposal of bus #3.

YES: 7 NO: 0 MOTION CARRIED

Board member activities and reports

Debby Waddle attended a SCKSEC meeting. Vance Fisher brought to the Board’s attention that we needed to do more to recognize Dean Wade in our school.

Administrative Reports

Mr. Meyer reported on the following: a list of safety measures that the district has taken to ensure a safe school campus, a schedule for replacing textbooks, waiting to hear on grant funding, hosting a Robotics event, board member notebook, summer lunch program ends on July 13th, investment of idle funds and the state budget situation.

EXECUTIVE SESSION ITEMS

Derek Foote moved and Debby Waddle moved 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 to be included, and that they return to open session at 8:20 in the Board room.

YES: 7 NO: MOTION CARRIED

The board returned to open session at 8:20 p.m.

CLOSING BUSINESS ITEMS

Shawn Ward moved and Derek Foote seconded that the Board approve the supplemental contract list as presented.

YES: 7 NO: 0 MOTION CARRIED

Carl Behr moved and Debby Waddle seconded the motion to approve the 1-year addendum contract for Josh Meyer as elementary principal.

YES: 7 NO: 0 MOTION CARRIED

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
- (f) Approve Shared Staff Agreements

AJOURN

Vance Fisher moved and Derek Foote seconded the motion to adjourn the meeting at 8:25 p.m.

YES: 7 NO: 0 MOTION CARRIED

APPROVED AND SIGNED THIS _____ DAY OF _____ 2018

PRESIDENT

BOARD CLERK

Board of Education Yearly Appointments & Designations

<u>Appointment / Designation</u>	<u>2017-18 (past)</u>	<u>2018-2019</u>
Board Clerk	Alisa Fisher	Alisa Fisher
Board Treasurer	Marla Irvine	Marla Irvine
Deputy Clerk	Marla Irvine	Marla Irvine
Person Responsible for Gate Receipts	Travis Olive	Blain White
Truancy Officers	Josh Meyer, Travis Olive	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	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
Coordinator for Homeless Programs	Josh Meyer	Josh Meyer
High School Activity Fund Treasurer	Stephanie Smith	Stephanie Smith
Building Principal to the Sick Leave Bank Committee	Travis Olive	Blain White
Board Representative to the Goodman Scholarship Committee* (appt. is to change each year)	Vance Fisher	Derek Foote
Board Representative to the St. John High School Local Scholarship Committee* (appt. is to change each year)	Derek Foote	Vance Fisher
Negotiations Team* (two or three)	Derek Foote, Debby Waddle	Chad Fisher, Shawn Ward
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	Chad Fisher, 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*	Chad Fisher	Shawn Ward
Community Representative to Cornwell Scholarship Committee*	Debby Waddle	Debby Waddle
Board Representatives to USD 350 Recreation Commission Board Member* (positions 2015-16 through 2018-19, and 2014-15 through 2017-18)	Donnie Pound (exp 2017-18), Gerald Rutti (exp 2018-19)	Donnie Pound (exp 6/30/2021), Trey Burgan (exp 6/30/2022)
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