

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION  
ST. JOHN-HUDSON U.S.D. #350  
REGULAR SESSION  
June 8, 2015

**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 June 8, 2015. The meeting was called to order by President Chad Fisher

**MEMBERS PRESENT**

Chad Fisher, Barbara Alpers, Carl Behr, Vance Fisher, Bill Milton and Stan Woodward.

**STAFF PRESENT**

Josh Meyer, Travis Olive, Mike Burgan, Danny Smith and Juliann Owens.

**WELCOME VISITORS**

Trey Burgan, Derek Foote and Carol Riegel.

**ADDITIONS/CHANGES TO THE AGENDA**

Bond and interest fund transfer to Capital Outlay

**APPROVE THE AGENDA**

Vance Fisher moved and Barbara Alpers seconded the motion to approve the agenda as amended.

YES: 6            NO: 0            MOTION CARRIED

**APPROVE CONSENT AGENDA**

Minutes of the May 11, 2015 regular meeting

Bills for payment

Budget Report

Activity Fund Report

Stan Woodward moved and Carl Behr seconded the motion to approve the consent agenda as presented.

YES: 6            NO: 0            MOTION CARRIED

**PATRON COMMENTS**

None.

**BUSINESS ITEMS**

**INSURANCE PACKAGE**

Trey Burgan with AG360 reviewed the policy renewal for our property, liability and worker's compensation insurance package through EMC. He also answered several questions asked by board members.

Vance Fisher moved and Barbara Alpers seconded the motion to approve the renewal of the insurance policy with EMC as presented.

YES: 6            NO: 0            MOTION CARRIED

Unofficial Minutes of the St. John-Hudson USD 350 Board of Education Meeting held June 8, 2015.

**STUDENT ACCIDENT INSURANCE**

The district carries optional student accident insurance to help families cover injuries at school and school events. This is a very limited policy and does not cover all costs. This is a secondary insurance policy; the families’ own health insurance is primary and covers first.

The district made a switch to K&K Insurance from Student Assurance Services last year. The premium savings was significant and service and claims payment has been good. Mr. Meyer recommends continuing to use K&K. The premium increase is about 3% over last year.

Barbara Alpers moved and Stan Woodward seconded the motion to approve the district to renew the student accident insurance policy with K&K Insurance at a premium of \$7,900 for the 2015-16 school year.

YES: 6                    NO: 0                    MOTION CARRIED

**EDUCATION FOUNDATION DONATION**

A donation was provided to the Education Foundation from Mrs. Dudley’s estate. This is quite an honor for our district and students. Mr. Dudley has requested that the school community provide input into how to use these funds. Mr. Fisher suggested iPads. Mr. Woodward suggested scholarships for technical schools. President Fisher suggested doing student loan payoffs for students who have completed their education and are returning to the district as staff. Mr. Milton suggested doing the same with trade school graduates.

**CAPITAL IMPROVEMENTS PLAN**

The capital improvements plan was discussed briefly. Mr. Meyer will be asking the board to approve it at the July meeting.

President Fisher turned the meeting over to Vice-President Alpers and excused himself from the meeting due to conflict of interest.

**BUS PURCHASE AND LEASE AGREEMENT**

The board approved the purchase of a small route bus in May. The auditor has asked that we receive formal bids for this since the state bus list does not have a formal contract. Mr. Meyer is asking the board to approve the formal bid.

A second action is requested to select one of the local banks to use for the lease-purchase financing. Mr. Meyer requested proposals from SJN Bank of Kansas and American State Bank.

Carl Behr moved and Vance Fisher seconded the motion to approve the bid of \$49,589 from Kansas Truck Equipment for the new small bus.

YES: 5                    NO: 0                    MOTION CARRIED

Mr. Meyer opened the bids for lease purchase financing from the local banks. SJN Bank of Kansas bid 2.5% \$300 loan fee with 6 payments of \$9,001.06. American State Bank bid 3.65% \$200 loan fee with 6 payments of \$9,294.00.

Bill Milton moved and Carl Behr seconded the motion to approve the proposal from SJN Bank of Kansas and authorize the superintendent to enter into a lease-purchase agreement for the bus purchase.

YES: 5                    NO: 0                    MOTION CARRIED

President Fisher returned to the meeting at 7:35 p.m.

### **TRACK BIDS**

The district applied for and received a grant through the KS Dept. of Health and Environment to use recycled tires to resurface our track. Our track is due for significant repairs and this grant presents us with the perfect opportunity to do this. The district was one of only two school districts to be awarded a grant for track resurfacing this year.

The grant will cover \$38,250 of the \$105,800 cost (36%). The district has money left in the Bond & Interest fund will help cover the remaining cost. The recommendation is to accept the proposal from Track Renovations. The proposal is included in the board packet along with pictures of the current track surface. The second part of the proposal shows the cost of adding a colored, protective coating on top of the surface. Mr. Meyer does not recommend this option.

Vance Fisher moved and Barbara Alpers seconded the motion to approve the bid of \$105,800 from Track Renovations for track resurfacing.

YES: 6                      NO: 0                      MOTION CARRIED

### **BUDGET AUTHORITY (for necessary transfers)**

This action will allow central office staff to make needed transfers in order to close out the books at the end of the fiscal year. This is standard practice.

Stan Woodward moved and Vance Fisher seconded the motion to grant authority to administration to make final financial transfers and adjustments in the educational interests of the school district.

YES: 6                      NO: 0                      MOTION CARRIED

### **APPROVE DESTRUCTION OF DOCUMENTS**

This action will allow central office staff to dispose of outdated financial records. The district is required to keep them for seven years. This action is standard practice.

Bill Milton moved and Barbara Alpers seconded the motion to approve the destruction of appropriate district financial records from the 2006-2007 budget year.

YES: 6                      NO: 0                      MOTION CARRIED

### **APPROVE DISPOSAL OF EXCESS PROPERTY**

The district has a number of old televisions and old furniture that needs to be disposed of. Mr. Meyer tried to sell some of it, but is having much luck. He will continue to sell what we can, but would like authorization to dispose of items the district no longer has a use for in an efficient manner.

Barbara Alpers moved and Carl Behr seconded the motion to authorize the superintendent to dispose of old televisions and furniture.

YES: 6                      NO: 0                      MOTION CARRIED

### **TRANSFER OF BOND AND INTEREST FUND BALANCE TO CAPITAL OUTLAY**

The district has a remaining balance in the bond and interest fund after the bond was paid in full in September of 2013. *Statute 72-8219 - Same; transfers from bond retirement fund to capital outlay fund. On the first day of July of each year, the board of education may transfer out of such bond retirement fund, to the capital outlay fund of such district, any balance which shall be in excess of the balance of principal and interest on bonds outstanding as of that date. Such funds transferred to the capital outlay fund may be expended by the district for any purpose for which*

Unofficial Minutes of the St. John-Hudson USD 350 Board of Education Meeting held June 8, 2015.

*other capital outlay funds may be expended.* It is the intent of the district to transfer these moneys to the capital outlay fund.

Carl Behr moved and Vance Fisher seconded the motion to authorize the transfer of the remaining balance in the bond and interest fund to capital outlay in the 2015-2016 fiscal year and any further tax revenue received be transferred as well .

YES: 6                      NO: 0                      MOTION CARRIED

**COMMUNICATIONS**

**BOARD MEMBERS ACTIVITIES AND REPORTS**

President Fisher presented outgoing board members with plaques in recognition of their service to the board. Stan Woodward gave 10.5 years of service, Bill Milton for 8 years of service and Tom Garner for 4 years of service. Barbara Alpers commented on the retirement reception and how well it was attended and how appreciative the retiring staff was.

**ADMINISTRATIVE REPORTS**

Mr. Meyer reported on the conference the administrators attended in Wichita. English curriculum draft will be presented in a couple of months. Work on the weight room has been started. Legislature is still in the longest session in history. Working after retirement under KPERS regulations are changing. He discussed adult learning and the fact that the district pays ESSDACK to educate these students. With block grant funding, there is a potential need to lock in the rate to ESSDACK for adult learning students. Mr. Meyer requested input from the board with regards to this situation. Juliann Owens notified the board of an upcoming long range planning session that the City of St. John governing body would be holding on June 13 starting at 8:00 a.m. in the community room of the library and a town hall meeting that has been scheduled for Tuesday June 23 at 7:00 p.m. at the Stafford County Annex building.

**EXECUTIVE SESSION ITEMS**

**DISCUSS PERSONNEL AND NEGOTIATIONS**

**EXECUTIVE SESSION – PERSONNEL**

Barbara Alpers moved and Stan Woodward seconded the motion to recess to executive session at 8:21 p.m. in the boardroom for the purpose of discussing personnel matters for non-elected personnel ; and that the board return to open session at 8:31 p.m. in the boardroom. The executive session is required to protect the privacy interests of identifiable individuals. The Superintendent, Mr. Olive, Mr. Burgan and Derek Footewere asked to be in attendance.

YES: 6                      NO: 0                      MOTION CARRIED

The board returned to open session at 8:31 p.m. in the boardroom.

**FUTURE AGENDA ITEMS**

- (a) Approve Budget for Publication
- (b) Approve raises for Classified Staff and Administrators
- (c) Organizational meeting
- (d) Approve various appointments & designations
- (e) Capital Improvements Plan
- (f) Negotiated Agreement

Stan Woodward moved and Bill Milton seconded the motion to adjourn the meeting at 8:35 p.m.

YES: 6                      NO: 0                      MOTION CARRIED

APPROVED AND SIGNED THIS 13th DAY OF July 2015

Unofficial Minutes of the St. John-Hudson USD 350 Board of Education Meeting held June 8, 2015.

---

PRESIDENT

---

BOARD CLERK