



Alisa Fisher  
Board Clerk  
fishera@usd350.com

Marla Irvine  
Board Treasurer  
irvinem@usd350.com

Josh Meyer  
Superintendent  
meyerj@usd350.com

# St. John – Hudson USD 350

505 N. Broadway  
St. John, Kansas 67576  
Ph. (620) 549-3564  
FAX (620) 549-3964

## Board of Education

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

USD 350 - St. John-Hudson  
Regular Board Meeting 7/8/2019 – 7:00 pm  
Board of Education Office  
Proposed Agenda

### A) Opening Business Items

- 1) Call to Order
- 2) Election of Board President and Vice President
- 3) Welcome Visitors
- 4) Additions / Changes to the Agenda
- 5) Approve the Agenda
- 6) Consent Agenda
  - (a) Minutes of the June 10 regular meeting
  - (b) Bills for payment
  - (c) Financial Reports
  - (d) Activity Fund Report
  - (e) July 1 Cash Balances
  - (f) Standard Annual Board Resolutions
- 7) Patron Comments

### B) Business Items

- |   |                               |
|---|-------------------------------|
| 1) Organization for the 2019-20 School Year | Action Item                   |
| 2) Bank Designation                         | Action Item                   |
| 3) Board Meeting Dates                      | Action Item                   |
| 4) Audit Engagement Letters                 | Action Item                   |
| 5) 2019-20 Budget                           | Information / Discussion Item |
| 6) Board Policy Updates                     | Information / Discussion Item |
| 7) Capital Improvements Plan                | Action Item                   |
| 8) Boiler Upgrade and Financing             | Action Item                   |
| 9) Board Goals                              | Action Item                   |
| 10) Teachers' Negotiated Agreement          | Action Item                   |
| 11) Pay Raises for Staff                    | Action Item                   |

### C) Communications

- 1) Board Member Activities and Reports
- 2) Administrative Reports

### D) Executive Session Items

- 1) Personnel

### E) Closing Business Items

- 1) Resignations – Contracts
- 2) Future Agenda Items
- 3) Adjourn

## BOARD NOTES

### A) Opening Business Items

#### 1) Call to Order

As the past-year president, Mr. Fisher will call the meeting to order and conduct business until a president is officially appointed for the year.

#### 2) Election of Board President and Vice President

New legislation moves the date for election of board officers to the January meeting. The new board will take over at the January meeting. The board can elect new officers at this time to serve until January or they can choose to extend the term of the current officers.

##### OPTION 1

If the board chooses to extend the term of the current officers until January, they should adopt the resolution shown on **page 1** of the supporting documents file.

##### SAMPLE MOTION:

**Mr. President, I move that the Board approve Resolution #2020-1 to extend the terms of the current Board officers to January.**

##### OPTION 2

If the Board chooses to elect new officers, then nominations should be taken for both president and vice president followed by votes for each.

#### 3) Welcome Visitors

#### 4) Additions / Changes to the Agenda

#### 5) Approve the Agenda

##### RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the agenda as presented (or amended).**

#### 6) Consent Agenda

- (a) Minutes of the June 10 regular meeting
- (b) Bills for payment
- (c) Financial Reports
- (d) Activity Fund Report
- (e) July 1 Cash Balance Report
- (f) Standard Annual Board Resolutions

The items for the consent agenda are included on **pages 2-34** on the supporting documents file. Note that there are two items in addition to the normal monthly items: the unencumbered cash report and the annual board resolutions.

Reminder: board members may ask to pull any of the consent agenda items if detailed questioning or discussion is needed.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the consent agenda as presented.**

7) Patron Comments

## **B) Business Items**

1) Organization for the 2019-20 School Year

Action Item

A number of appointed positions and designations need to be made by the board. The list on **page 35** identifies the appointments & designations for the previous school year and the recommended changes for the 2019-20 school year. It is recommended the board discuss and identify all open appointments and pass the entire list in one motion.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the list of appointments and designations as presented and discussed.**

2) Bank Designation

Action Item

In the appointments/designations motion above, the School Board designated an official depository for district funds. This financial institution is the primary location for district funds. We do, however, keep active accounts at American State Bank as well. It is recommended that we designate each financial institution in the district as a depository for district funds.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board designate American State Bank and SJN Bank of Kansas as depositories for USD 350 funds.**

## 3) Board Meeting Dates

Action Item

One of the resolutions passed in the consent agenda established the regular board meeting dates. There are a few adjustments in the board meeting schedule to accommodate for other activities and meet earlier in the winter months.

New legislation requires that board meeting dates be established in January. It is recommended that the board establish the meeting dates in the July meeting so they can be on the school calendar. The board will then need to reaffirm these dates in January when the new board takes over.

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

**Date/Time:**

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

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the regular board meeting schedule as presented.**

## 4) Audit Engagement Letters

Action Item

The district contracts with Vonfeldt, Bauer, & Vonfeldt, Chtd. to complete the annual financial audit. There are two letters presented here for board approval. One is for auditing services and another for non-auditing services (consulting, etc.). They are included on **pages 36-42**.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the audit engagement letters as presented.**

## 5) 2019-20 Budget

Information / Discussion Item

Information about the district's budget is included on **pages 43-45**. Ideally the board would approve a budget for publication at the July meeting. However, we are once again delayed due to ongoing litigation. The Supreme Court only recently ruled on the school finance law so the schedule is behind. Depending on the timing of everything, a special meeting may be required to approve the budget in late August.

**6) Board Policy Updates** Information / Discussion Item

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

**7) Capital Improvements Plan** Action Item

The capital outlay plan and budget is shown on **pages 46-48**. 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.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the 2019-20 capital outlay plan as presented.**

**8) Boiler Upgrade and Financing** Action Item

The board approved the bid from KVK for boiler replacement. After consideration, it is recommended that we upgrade to a better brand of boiler. The additional cost for this upgrade is \$7,710. This puts the project's total cost at \$103,563. The original bid with the upgrade cost is shown on **page 49**. It is recommended that the district pay cash for the boiler project to save any financing costs.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the upgrade to the bid from KVK for an additional cost of \$7,710.**

**9) Board Goals** Action Item

The recommended board goals are included on **pages 50-51**. The goals are a continuation of the previous year's goals.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the board goals as presented.**

**10) Teachers' Negotiated Agreement** Action Item

The board and teacher negotiating teams have settled on contract negotiations. The new agreement is included in a **separate attachment** with changes highlighted. There is an additional \$750 added to the base salary and teachers are awarded step/column increases for experience and education. This amounts to a 2.6% increase. There are other minor changes highlighted as well. Information about the history of our teacher salaries is shown on **pages 52-53**.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve the teachers' negotiated agreement for 2019-20 as presented.**

**11) Pay Raises for Staff**

Action Item

Consistent with past practice, it is recommended to grant a pay raise to classified staff and administrators at the same rate as the teacher increase.

RECOMMENDED ACTION AND SAMPLE MOTION:

**Mr. President, I move that the Board approve a pay raise of 2.6% for classified staff and administrators for the 2019-20 fiscal year.**

**C) Communications****1) Board Member Activities and Reports****2) Administrative Reports**

Administrative reports and information are included on **page 54** of the supporting documents file.

**D) Executive Session Items****1) Personnel**REQUESTED MOTION:

**Mr. President, I move 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 (names) to be included, and that they return to open session at (time) in this room.**

**E) Closing Business Items****1) Resignations – Contracts****2) 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

**3) Adjourn**