

**USD 340 BOARD OF EDUCATION  
REGULAR MEETING  
June 27, 2011  
5:30pm  
601 E Wyandotte, Meriden, KS 66512**

- Members Present** Don Knowles, Dreana McClurg, Shannon McMahan, Blaine Moore, Jeff Van Petten
- Members Absent** Linda Jones-Giltner, Frank Sayles
- Others Present** Superintendent Scott Myers, Clerk Amy Adams-Mitchell, Principal Pat Happer.  
  
Patrons/Staff: Wes Sturgeon, Scott Gibson
- Call to Order** The meeting was called to order at 5:30pm by President McClurg.
- Approve Agenda** Motion made by McMahan, seconded by Knowles to approve agenda as presented. Motion carried 5-0.
- Consent Agenda** Motion made by Knowles, seconded by McMahan to approve the consent agenda as presented, which included the minutes of June 13, 2011. Motion carried 5-0.
- Member Arrived** Linda Jones-Giltner arrived at 5:34pm.
- Budget Authority** Motion made by Van Petten, seconded by Moore to direct the Superintendent to transfer unused budget authority to Food Service, In-Service, Special Education, Driver Training, Capital Outlay, Contingency Reserve, Textbook and Student Materials, and/or At Risk Funds as legal and necessary, subject to receipt of final state aid payments and the resolving of negotiations if the negotiations are concluded by July 15, 2011. Motion carried 6-0.
- Chain of Command** Motion made by Knowles, seconded by McMahan to approve the Chain of Command Policy for classified staff as follows: "In the event an employee has a concern, the employee is to follow the proper chain of command to voice that concern. If the issue is not resolved after it is brought to the supervisor's attention, the employee should then take the concern to the next person on the chain of command and so on through the entire chain of command. So as to ensure accountability by all parties, it is important for the employee and the supervisor to document in writing when concerns are expressed."

Bldg Sec/Aides/Paras → Principal → Supt → BOE

Central Office Employee → → Supt → BOE

Food Service → Food Service Director → Supt → BOE

Maint/Custodial → Maint Director → Supt → BOE

Transportation → Transp Director → Supt → BOE

This language to be added to the Classified Handbook also. Motion carried 6-0.

**July BOE Mtg Dates**

Motion made by Knowles, seconded by McMahon to schedule the July Organizational Board meeting for Tuesday, 7-5-11, at 5:30pm at the District Office; with the regular Board meeting scheduled for Monday, 7-11-11m at 7:00pm at the District Office. Motion carried 6-0.

**Food Service Adj**

Motion made by Van Petten, seconded by Jones-Giltner to approve the breakfast/lunch/milk prices as presented.

	<u>ES</u>	<u>MS</u>	<u>HS</u>	<u>Adults</u>	
Brkfst	1.40	1.50	1.50	1.85	no change
Lunch	2.25	2.25	2.35	3.15	.10 increase
Milk	.50	.50	.50	.50	.10 increase

Motion carried 6-0.

Motion made by Van Petten, seconded by Jones-Giltner to approve the appointment of Mr. A. Patton Happer as the Food Service Representative and Hearing Officer. Motion carried 6-0.

**Bond Committee**

The committee will begin to meet monthly and report to the Board on a monthly basis.

**Out-Going Board Member**

A plaque and district activity pass was presented to out-going Board Member Blaine Moore for serving as a board member for USD 340 Jefferson West during the last eight years.

**Adjournment**

The meeting was adjourned at 6:15pm.

Respectively Submitted:

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Amy Adams-Mitchell, Board Clerk, USD 340

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Dreana McClurg, Board President, USD 340

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