

**USD 340 BOARD OF EDUCATION
REGULAR MEETING**

July 12, 2010

7:00pm

601 E Wyandotte, Meriden, KS 66512

- Members Present** Linda Jones-Giltner, Don Knowles, Shannon McMahon, Dreana McClurg, Blaine Moore, Frank Sayles
- Members Absent** Jeff Van Petten
- Others Present** Superintendent Scott Myers, Clerk Amy Adams-Mitchell.
Patrons/Staff: Karen Kiefat, Bob Overstreet Jim Malloy.
- Call to Order** The meeting was called to order at 7:00pm by President Moore.
- Election of Officers** Motion by Knowles, seconded by Jones-Giltner to nominate Sayles for Board President. Motion by McMahon, seconded by Moore to nominate McClurg for Board President. Motion tied 3-3.

A brief recess was taken to call KASB for advisement.

Member Van Petten arrived at 7:06pm.

Motion by Knowles, seconded by Jones-Giltner to nominate Sayles for Board President. Motion by Van Petten, seconded by McMahon to nominate McClurg for Board President. Motion for Sayles failed 3-4; McMahon, Moore, McClurg, and Van Petten against. Motion for McClurg passed 4-3, Jones-Giltner, Knowles, and Sayles against.

Motion by Jones-Giltner, seconded by Knowles to nominate Sayles for Board Vice President. Motion carried 7-0.
- Approve Agenda** Motion by Moore, seconded by McMahon to approve agenda as amended; under XI Supt Report, adding Item E, Pressbox. Motion carried 7-0.
- Appointments for Board Operations** Motion by Van Petten, seconded by McMahon to approve the following Board Appointments: Board Clerk, Amy Adams-Mitchell; Board Treasurer, Marcia Ricklefs; Board Attorney, Larry Mears; Deputy Clerk, Dayna Heineken. Motion carried 7-0.

Consent Agenda Motion by Van Petten, seconded by Sayles to approve the consent agenda as presented, which included the minutes of June 28, 2010; check journals 1342, 1399, 1408, 13, and 18; and the Treasurer's Report. Motion carried 7-0.

Establish Meeting Dates, Times, & Locations Motion by McMahon, seconded by Moore to approve the following dates, times, and locations as the established board meeting schedule for the 2010-11 school year.

Monday, August 9th, 2010, 7:00pm
Monday, September 13th, 2010, 7:00pm ***Elementary School**
Monday, October 11th, 2010, 7:00pm
Monday, November 8th, 2010, 7:00pm ***Middle School**
Monday, December 13th, 2010, 7:00pm
Monday, January 10th, 2011, 7:00pm ***High School**
Monday, February 14th, 2011, 7:00pm
Monday, March 14th, 2011, 7:00pm ***Elementary School**
Monday, April 11th, 2011, 7:00pm
Monday, May 9th, 2011, 7:00pm ***Middle School**
Monday, June 13th, 2011, 7:00pm
Monday, June 27th, 2011, **5:30pm**

Meeting Location: District Office 601 E Wyandotte, Meriden, Kansas, with the exception of the **September, November, January, March, and May** meetings. Meeting Time: 7:00pm unless otherwise noted. Meeting locations may change throughout the year. Motion carried 7-0.

Annual Appointments Motion by Van Petten, seconded by Jones-Giltner to approve the following Annual Appointments as presented:

Agent for KPERS: Amy Adams-Mitchell
Food Service Representative & Hearing Officer: Dr. Scott Myers
Impact Aid Representative: Amy Adams-Mitchell
Coordinator for Homeless Duties: Dr. Scott Myers
P.L. 874 Representative: Dr. Scott Myers
Attendance and Compliance Officer, Reporting Agent, and Hearing Officers: Dr. Scott Myers, Mrs. Rhonda Frakes, Mr. Harley Lohness, Mr. John Hamon, Mr. Pat Happer
Title IX Officer and Compliance Officer: Dr. Scott Myers
ADA Hearing and Compliance Officer: Dr. Scott Myers
Motion carried 7-0.

Annual Designations Motion by Sayles, seconded by Knowles to approve the following Annual Designations as presented:

Depository for District Funds: Denison State Bank in Meriden
Official Newspaper: Valley Falls Vindicator
Motion carried 7-0.

Organizational Adoptions Motion by Jones-Giltner, seconded by Sayles to adopt the 1,116 hour calendar for the 2010-11 school year. Motion carried 7-0.

GAAP Waiver Motion by Moore, seconded by Jones-Giltner to adopt the GAAP Waiver Resolution as read and presented. Motion carried 7-0.

Petty Cash Motion by Van Petten, seconded by Sayles, to adopt the following petty cash levels as presented: Elementary School, \$750; Middle School, \$750; High School, \$1,050; District Office, \$1,150. Motion carried 7-0.

Mileage Reimbursement Motion by Jones-Giltner, seconded by Moore to maintain the mileage reimbursement rate at 50.5¢ per mile for privately owned vehicles. Motion carried 7-0.

Student Meal Prices Motion by Van Petten, seconded by Knowles to approve meal prices as presented:

JWES	breakfast \$1.40	lunch \$2.15
JWMS	breakfast \$1.50	lunch \$2.15
JWHS	breakfast \$1.50	lunch \$2.25
Adults	breakfast \$1.85	lunch \$3.05
Milk	\$.40	

Motion carried 7-0.

Textbook Fees Motion by Van Petten, seconded by Moore to approve the textbook rental fee, as presented, of \$75 for all students. Motion failed 2-5, Jones-Giltner, Knowles, McMahan, McClurg, and Sayles against.

Motion by Knowles, seconded by Jones-Giltner to maintain the textbook rental fee of \$65. Motion carried 7-0.

Credit Cards Motion by Van Petten, seconded by Moore to approve a credit limit of \$2,500 and the following credit cards, with no use without prior administrative approval, except in emergency situations: Visa, Sams Club, Barnes & Noble, Casey's, Country Harvest, Dillions, Diamond Shamrock, Valero, Lowes, Office Max, and Office Depot. Motion carried 7-0.

Physical Fee Motion by McMahan, seconded by Van Petten to approve the reimbursement of \$25, as presented, for employee physical exams of required personnel. Motion carried 7-0.

- Substitute Teacher Rate** Motion by Van Petten, seconded by Sayles to approve the daily Substitute Teacher Rate of \$75 as presented. Motion carried 7-0.
- Destruction of Records** Motion by Van Petten, seconded by McMahon to approve the adoption of destruction of records as presented. Motion carried 7-0.
- Early Payment of Claims** Motion by Van Petten, seconded by Knowles to approve the adoption of early payment of claims as presented. Motion carried 7-0.
- Authorization of Accts** Motion by Van Petten, seconded by Moore to approve the authorization of activity accounts as presented:
ES District Activity Funds: vending machines, music, petty cash, library/book fair, yearbook, KDG snack, events/activities, special projects.
MS District Activity Funds: Sales Tax; athletics; athletics participation.
MS Classroom Fees: sales tax, tent sale, vocal, technology/shop, JW plus, home economics, band, yearbook, art, cheerleaders, FCCLA
MS Fee Funds: student beverage machines, book fair.
HS Student Activity Funds: art, cheerleader, FFA, Key Club, Stuco, Drama, FCCLA, Pompon, VICA, Debate, Foreign Language, SADD, Band, FCA, FBLA. Forensics, NHS, Scholar's Bowl, Lakeside, Freshman, Sophomore, Junior, Senior.
HS District Activity Funds: athletics, musical, field trips, yearbook, donations/fund raiser/misc, magazine sales, counselor.
HS District Funds: textbook, pe uniforms, band revolving, athletics participation.
HS School Fee Funds: art/photo, shop fees, library, student vending, calculator/locks/wkbks/agendas.
Motion carried 7-0.
- Keystone Board** Motion by Van Petten, seconded by Moore to appoint McMahon as the representative for Keystone Learning Center, with all other board members serving as alternates. Motion carried 7-0.
- Food Service** Motion by Van Petten, seconded by McMahon to approve the recommendation of Anderson-Erickson, for milk and milk coolers, and US Food Service, for food and non-food items, as presented. Motion carried 7-0.
- Policy Addition** Motion by Moore, seconded by Van Petten to accept the following policy statements as presented.

- BDA Developing and Adopting Policy- Policy systems are going digital in many districts, and this language would reflect that trend.
- GARID Slight wording change showing the Board is in compliance with the law.
- IC Cleans up language regarding educational programming within each district.
- ICAA Focuses Board's interest in research based practices.
- ID Removes ambiguity, making it clear what is to be included in the instructional program.
- IDA Redundant as it repeats IC – Recommendation is to remove this policy.
- JRC Updates the policy, eliminating an archaic technology and provides the freedom for the administration and/or board to determine format of saved data.

Motion carried 7-0.

HVAC & Boiler Bids

Motion by Van Petten, seconded by Jones-Giltner to approve option 1 as presented for replacement of 2 HVAC units and 3 heat exchangers, install 1 new water heater and retrofit a second water heater using parts from the old systems. Bid awarded to Chuck Wilson Service at a price of \$59,536. Motion carried 7-0. Another bid from McElroy's was received but was ineligible for consideration, as bid requirements/specifications were not followed.

Bus Barn

There was lengthy discussion regarding the refurbishment of the bus barn. Motion by Van Petten, seconded by McMahan to solicit bids from any interested party to construct a 30ft or 60ft building. Bids shall be submitted with four options: 30ft shell, 30ft complete; 60ft shell; and 60ft complete. It was also requested that Mr. Malloy, Maintenance Director, submit construction plans, including cost, for in-house completion of the two shell buildings. Motion carried 7-0.

Bond Issue

The current bond is set to expire in September 2012. There was discussion by the Board as to whether or not another bond should be passed. It was recommended that information be gathered as to what amount of funds would be generated at the current mill rate for 5 years and what can be solicited under a bond issue.

Discarding Property

Motion by Van Petten, seconded by Jones-Giltner to approve the list of property for discard as presented, with a courtesy call being given to those that had property listed and ten days given for them to retrieve prior to it being discarded. Motion carried 7-0.

Executive Session

At 8:53pm, motion by Moore, seconded by Van Petten to adjourn to executive session per KSA 75-4319 for a period of twenty

minutes to discuss matters of personnel, including Dr. Myers, and taking a five minute recess before adjourning. Motion carried 7-0.

Return to Open Session The Board returned to open session at 9:18pm.

Executive Session At 9:19pm, motion by Jones-Giltner, seconded by Van Petten to adjourn to executive session per KSA 75-4319 for a period of ten minutes to continue discussing matters of personnel, including Dr. Myers. Motion carried 7-0.

Return to Open Session The Board returned to open session at 9:29pm.

Resignation Motion by Jones-Giltner, seconded by Sayles to accept the resignation from Gary Kirkwood, Custodian. Motion carried 7-0.

Contracts Motion by Jones-Giltner, seconded by Van Petten to approve the recommendation of Ryan Christlieb, Custodian. Motion carried 7-0. Motion by Van Petten, seconded by McMahon to approve the recommendation, as presented, for the remaining athletic, academic, and extended contracts with an additional 10 day contract, not listed, being presented to Leslie Abbott. Motion carried 7-0.

Executive Session At 9:32pm, motion by Van Petten, seconded by McMahon to adjourn to executive session per KSA 75-4319 for a period of ten minutes to discuss negotiations, including Dr. Myers. Motion carried 7-0.

Return to Open Session The Board returned to open session at 9:42pm.

Budget Hearing The budget hearing is scheduled for Monday, August 9, 2010. It may be necessary to schedule a special meeting due to fiscal constraints.

Appraiser Employed Dr. Myers shared that an appraiser had been contacted to do an appraisal on the district office building, a report should be available within thirty days.

KASB Handbook Rec Due to all the modes of electronic communication available, KASB recommends adding policy to handbooks regarding social networking.

Transition Update Dr. Myers stated that building moves were going well and summer cleaning was ahead of schedule. The custodial staff was commended on their dedication and hard work. Open houses are

being scheduled to ease with the transition of students to the different buildings.

Board Tour of District At the request of a board member, a district tour will be taken on Monday, August 16, starting at 5:30pm at the Bus Barn. All facilities will be toured with the exception of the Ozawkie building.

Pressbox The Touch Down Club is interested in renovating the pressbox. They will submit plans for approval.

Adjournment The meeting was adjourned at 10:07pm.

Respectively Submitted: _____
Amy Adams-Mitchell, Board Clerk, USD 340

Dreana McClurg, Board President, USD 340