

**Jefferson West USD #340
Minutes of Regular Meeting
October 10, 2005**

I. CALL MEETING TO ORDER

The meeting was called to order by President Jeff VanPetten at 7:00pm. Members present: Dan Harden, Dave Jolly, Blaine Moore, and Sandra Mumaw. Officials present: Amy Adams-Mitchell, Board Clerk; Rob Little, Superintendent; Mary Getto, Director of Curriculum and Instruction; and Pat Happer and Ed West, Principals.

A. Comments from Patrons and Guests

Mike Kimberlin, Health Committee member, shared letters from Linda Henderson and Dave Petesch regarding the tobacco policy.

B. Communications

1. Beni Goebel – Opt Out

II. APPROVE AGENDA (a)

A. Items added

Motion was made by Dave Jolly and seconded by Dan Harden to approve the agenda as presented. Motion carried 5-0.

III. CONSENT AGENDA (a)

A. Minutes of September 12, 2005

B. Claims for Payment

C. Treasurer's Report

Motion was made by Dave Jolly and seconded by Sandra Mumaw to approve the consent agenda as presented. Motion carried 5-0.

IV. BOARD ISSUES

A. Auditing Results (a)

Berberich Trahan & CO, PA

Motion was made by Dave Jolly and seconded by Blaine Moore to accept the auditor's report as presented. Motion carried 5-0.

B. NEKESC Minutes (i) or (a)

The service center minutes were noted.

C. Enrollment (i)

A draft copy of the enrollment section of the Superintendent's Organizational Report was shared.

D. Wellness Policy Committee (i)

Motion was made by Dan Harden and seconded by Sandra Mumaw to approve the committee members and purpose as presented. Motion carried 5-0.

E. Job Descriptions (a)

1. *Accts Payable/Board Treasurer*
2. *Board Clerk*
3. *Building Secretary*
4. *Central Office Receptionist*
5. *Executive Secretary*
6. *Instructional Aide*
Art, Computer, Library, Title I
7. *Office Aide*
AD Clerical, Secretary
8. *Payroll Secretary*
9. *Student Information Management Secretary*

Motion was made by Dave Jolly and seconded by Blaine Moore to approve the job descriptions as presented. Motion carried 5-0.

F. KASB Annual Convention; December 2-4 @ Overland Park Convention Cntr

1. *Training*
2. *Voting Delegate (a)*

Motion was made by Dave Jolly and seconded by Sandra Mumaw to appoint Jeff VanPetten as the voting delegate with Dan Harden as the alternate. Motion carried 5-0.

V. STUDENT ISSUES

A. Request for out-of-state trip (a)

1. *Rod Smith – Physics Class to Chicago*
2. *Julie Frisbie – Truman Library, Independence, MO*
3. *Kim Wright – Natl FBLA to KC, MO*

Motion was made by Dan Harden and seconded by Sandra Mumaw to approve the out-of-state trips as presented. Motion carried 5-0.

B. Transportation Issues (i)

A contingency plan will be developed to support transportation issues that may arise during the year.

C. Pep Bus Procedures (i)

A student policy for pep bus procedures was shared.

VI. FACILITIES/EQUIPMENT

A. MS Roofing (i)

B. MS Band Room (i)

A spray-on rubber flooring material will be considered for application.

C. Kansas Housing Resources Corporation (i)

A letter stating the bid that was submitted for purchase of land across from the Middle School through Kansas Housing Resource Corporation was declined.

VII. PERSONNEL ISSUES

Motion was made by Dave Jolly and seconded by Dan Harden to adjourn to executive session for a period of twenty minutes to discuss matters of non-elected personnel per KSA 75-4319. Motion carried 5-0. The Board invited Ed West and Don Meneley in at 7:41pm. Upon return to open session, a motion was made by Dave Jolly and seconded by Sandra Mumaw to extend executive session by ten minutes. Motion carried 5-0. Upon return to open session, a motion was made by Dan Harden and seconded by Dave Jolly to extend executive session an additional ten minutes. Motion carried 5-0. Upon return to open session, a motion was made by Sandra Mumaw and seconded by Blaine Moore to extend executive session by five minutes. The Board returned to open session at 8:25pm.

A. *Superintendent Evaluation (i)*

B. *Staffing*

1. *ES Custodial Position (a)*

Rick Kennedy

Motion was made by Sandra Mumaw and seconded by Dave Jolly to approve the recommendation of Rick Kennedy for the ES Custodial position. Motion carried 5-0.

VIII. CALENDAR ITEMS/TRAINING PROGRAMS

- *KASB Fall Regional Mtg @ Lansing* 10/17
- *Parent/Teacher Conferences – NO SCHOOL* 10/20 & 10/21
- *ES/IS Halloween Parade @ 2:45pm* 10/31
- *KASB Sexual Harassment/School District Liability* 11/1
- *KASB Preparation for Negotiations Seminar* 11/2
- *KAESP Fall Conference* 11/6, 7
- *State BOE Mtg* 11/8, 9
- *KAESP Fall Conference* 11/10, 11
- *KASB Insurance Trustees Mtg* 11/12
- *KASB Board of Directors Mtg* 11/12

IX. ADJOURN

The meeting was adjourned by President Jeff VanPetten at 8:29pm.

Respectfully submitted,

Amy Adams-Mitchell, Board Clerk

Jeff VanPetten, Board President