

**JEFFERSON WEST USD #340**  
**Minutes of Regular Meeting**  
**August 12, 2019**

Prior to the August board meeting the Budget Hearing was held from 6:00pm to 6:20pm in the boardroom.

**I. CALL MEETING TO ORDER**

The meeting was called to order by President David Jensen at 6:30pm. Members present: Scott Gibson, Morgan Hall David Jensen, Dreana McClurg arriving at 6:03pm, Betty Majors, Katherine Petesch, and John Thelen. Officials present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; Jessica Rodecap, Jon Clare, Blanche Wulfekoetter and Marcia Ricklefs.

- A. Comments from Patrons and Guests – Jessica Rodecap addressed the board.
- B. Communications

**II. APPROVE AGENDA**

Motion made by Gibson, second by Petesch to approve the agenda as amended: under Board Issues, item J, personal leave request; under Personnel, Instructional Aide positions. Motion carried 7-0.

**III. CONSENT AGENDA (a)**

- A. Minutes of July 8, 2019
- B. Claims for Payment
- C. Treasurer's Report

Motion made by McClurg, second by Gibson to approve the consent agenda as presented, including check journals and additional payments listed. Motion carried 7-0.

**IV. BOARD ISSUES**

**A. Early Bond Payment Resolution**

A RESOLUTION OF THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 340, JEFFERSON COUNTY, KANSAS, AUTHORIZING THE PREPAYMENT AND REDEMPTION OF A PORTION DISTRICT'S OUTSTANDING GENERAL OBLIGATION BONDS.

Unified School District No. 340, Jefferson County, Kansas, (the "District"), pursuant to the provisions of applicable law, has heretofore sold, issued and delivered its General Obligation Improvement and Refunding Bonds, Series 2012A & 2012B (the "Bonds"); and the last maturity of the 2012A Bonds is September 1, 2020 in the principal amount of \$490,000.00 (the "Last Bond") and pursuant to Section 301 of the District's Resolution No. 2012-03 passed and approved April 30, 2012 said maturity may be prepaid and redeemed on September 1, 2019, thereby reducing interest cost to the District. It is hereby deemed prudent, advisable and in the best interest of the District and of its inhabitants to reduce interest cost on the Bonds by instructing the Kansas State Treasurer acting as "Bond Registrar" and "Paying Agent" for the Bonds to call the Last Bond for prepayment and redemption on September 1, 2019.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 340, JEFFERSON COUNTY, KANSAS, AS FOLLOWS: Section 1. The Last Bond is hereby called for prepayment and redemption on September 1, 2019 and the President of the Board, the District staff, and Robert J. Perry, Bond Counsel, are authorized to take such actions and perform such acts as may be necessary in connection therewith and all actions previously made related thereto are hereby ratified and confirmed. Section 2. The District Treasurer and Board Clerk shall cause payment to be made to the State Treasurer in such amount as is required to effectuate the prepayment and redemption of the Last Bond on September 1, 2019. Section 3. This

Resolution shall be in full force and effect from and after its adoption. Adopted this 12th day of August 2019.

The resolution was read aloud, motion made by McClurg, second by Gibson to authorize the early bond payment as presented. Motion carried 7-0.

**B. 2019-20 Budget**

Motion made by Gibson, second by Majors to Approve the 2019-20 Budget document as presented. Motion carried 7-0.

**C. 2019-20 Negotiated Agreement**

Motion made by Gibson, second by Majors to approve the ratification of the 2019-20 Negotiated Agreement proposal as presented and accepted by JWEA. Motion carried 7-0. Mr. Happer thanked the board members, Jensen, Majors, and Thelen for serving on the committee.

**D. 2019-20 Board Goals**

Motion made by Gibson, second by Hall to approve the 2019-20 Board Goals as presented. Motion carried 7-0.

**E. District Health Insurance Plan – no action taken**

**F. Enrollment Update**

Mr. Happer and the administrators updated the board on current enrollment numbers.

**G. Board Tour Date**

Motion made by McClurg, second by Gibson to set Wednesday, August 28 at 5:30pm for a facilities tour for the board to begin at the HS, then MS, then ES. Motion carried 7-0.

**H. Post Graduate Success Rate**

Mr. Happer shared information regarding post graduate data.

**I. Her Hike Activity**

Motion made by McClurg, second by Gibson to approve and authorize the transportation request from Blanche Wulfekoetter for the Her Hike Activity scheduled 9/4 through 10/26, as presented. Motion carried 7-0.

**J. Personnel Leave Request**

Prior motion amended by Gibson, seconded by Petesch to move this item to Personnel Issues item D. Motion carried 7-0.

**K. Keystone Report**

Prior motion amended by Gibson, seconded by Petesch to add this item to Board Issues so that Scott Gibson could give the Keystone update. Motion carried 7-0. Scott Gibson gave an update on the Keystone report.

**V. STUDENT ISSUES**

**VI. PLANNING/FACILITIES/EQUIPMENT**

**A. 2020 Thomas Bus Purchase**

Motion made by Gibson, second by Petesch to approve and authorize the purchase of a 71 passenger 2020 Thomas Bus Purchase for \$87,728 from Midwest Bus, as presented. Motion carried 7-0.

**B. Summer Project Update**

Mr. Happer shared information regarding the summer projects.

## **VII. PERSONNEL ISSUES**

Motion made by Gibson, second by Hall to adjourn to executive session for a period of thirty minutes to discuss personnel issues of non-elected personnel under KOMA exception, including Mr. Happer, Wes Sturgeon and Rhonda Frakes with the meeting to resume in the boardroom at 7:53pm. Motion carried 7-0.

Motion made by McClurg, second by Jensen to continue executive session for fifteen minutes to discuss personnel issues of non-elected personnel under the KOMA exception, including Mr. Happer, with the meeting to resume in the boardroom at 8:09pm. Motion carried 7-0.

Motion made by Gibson, second by Jensen take a five minute break and then resume executive session for ten minutes to discuss personnel issues of non-elected personnel under the KOMA exception, with the meeting to resume in the boardroom at 8:25pm. Motion carried 7-0.

Motion made by McClurg, second by Gibson to continue executive session for five minutes to discuss personnel issues of non-elected personnel under the KOMA exception, with the meeting to resume in the boardroom at 8:30pm. Motion carried 7-0.

Motion made by Gibson, second by Jensen to continue executive session for ten minutes to discuss personnel issues of non-elected personnel under the KOMA exception, including Mr. Happer with the meeting to resume in the boardroom at 8:40pm. Motion carried 7-0. Mr. Happer entered executive session at 8:37pm. The board returned to open session at 8:40pm.

### **A. Contracts**

Motion made by Gibson, second by Petesch to approve the recommendation for hire of Megan Steele for the district nurse position, at a starting wage of \$25/hr. Motion carried 7-0.

Motion made by Gibson, second by Petesch to authorize contracts to Jennifer Lloyd, MS Head Volleyball and Chad Jackson and Allan Cooper, MS Asst Volleyball. Motion carried 7-0.

Motion made by Gibson, second by Petesch to authorize supplemental contracts to Jenny Ramsey, ES Music; Jennifer Lloyd, Robin Buss, Lisa Sage, PDC; Justin Schwinn, MS Summer Weights/Conditioning; Steve Johnson, Summer Weights/Conditioning; Phil Korb, Maret Schrader, Lindsey Scherschligt extended contracts of 20 days; Steve Buss, FFA extended 15 day contract and Leslie Abbott, FCCLA extended 15 day contract. Motion carried 7-0.

### **B. Classified Wages**

Motion made by Gibson, second by Petesch to approve the 3.5% increase in hourly wages for classified staff as presented. Motion carried 7-0.

Motion made by Gibson, second by Petesch to approve the recommendation for hire of Alan Dick for the MS Instructional Aide position, at a starting wage of \$11.25/hr. Motion carried 7-0.

Motion made by Gibson, second by Petesch to approve the recommendation for hire of John Riley for the HS Instructional Aide position, at a starting wage of \$13.25/hr. Motion carried 7-0.

**C. Administrative Salaries**

Motion made by Gibson, second by Petesch to approve the wage increases for administration as presented: Brandan Giltner, 2%; Wes Sturgeon 3.5%; John Hamon, 1%; Rhonda Frakes 3%; and Pat Happer 2.5%. Motion carried 7-0.

**D. Personal Leave Request**

Motion made by Gibson, second by Petesch to approve the advancement and usage of personal leave days request as presented for Bree Zeik (Olyer) with the stipulation that if the employment contract is not satisfied in full, repayment of days would be required. Motion carried 7-0.

**VIII. SUPERINTENDENT REPORT**

**IX. ADJOURN**

Meeting was adjourned by President David Jensen at 8:45pm.

Respectfully submitted,

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Amy Adams-Mitchell, Board Clerk

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David Jensen, Board President