

**JEFFERSON WEST USD #340**  
**Minutes of Regular/ Virtual Meeting**  
**June 8, 2020**

**I. CALL MEETING TO ORDER**

The board meeting was called to order by President David Jensen at 6:30pm. Board Members in attendance: Scott Gibson, David Jensen, Betty Majors, and John Thelen; Board Members present via Zoom: Morgan Hall, Katherine Petesch, and Kris Tuck. Officials present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; Other present via Zoom: Rhonda Frakes, Brandan Giltner, John Hamon, Wes Sturgeon, Bldg Administration; Jessica Rodecap, Nate Byarlay, CBIZ and Marcia Ricklefs.

**II. APPROVE AGENDA**

Motion made by Gibson, second by Thelen to approve the agenda as amended. Motion carried 7-0.

**III. CONSENT AGENDA (a)**

- A. Minutes of April 13, 2020
- B. Claims for Payment
- C. Treasurer's Report
- D. Building Principal Reports
- E. Keystone Update

Motion made by Gibson, second by Thelen to approve the consent agenda as presented. Motion carried 7-0.

**IV. BOARD ISSUES**

- A. Property & Liability Ins Renewal

Nate Byarlay with CBIZ presented information regarding the property and liability insurance renewal. This item was then tabled.

- B. Continuous Learning Plan Update

Mr. Happer gave an update regarding the Continuous Learning Plan.

- C. KASB Work Comp Renewal

Motion made by Gibson, second by Thelen to approve the work comp renewal with KASB as presented. Motion carried 7-0.

- D. Donation for FFA

Motion made by Gibson, second by Thelen to accept the donation of \$782 from Tarwater Home & Farm Supply for the FFA Program. Motion carried 7-0.

- E. Staff Handbooks

Motion made by Gibson, second by Thelen, striking language regarding comp time, paying additional hours worked as overtime as they occur. Motion carried 6-1, Majors. Motion made by Gibson, second by Thelen to approve ES, MS, HS Staff Handbooks as presented. Motion carried 7-0.

- F. Milk Bids

Motion made by Thelen, second by Majors, to approve the escalating price as received

from Highland Dairy as presented. Motion carried 7-0.

G. Prime Vendor FS Contract Renewal

Motion made by Majors, second by Thelen to approve the contract renewal with Keystone Learning for the Prime Vendor Food Contract as presented. Motion carried 7-0.

H. Close out Mtg Time Confirmation

The close out meeting time for June 22, was confirmed to start at 5:30pm.

I. 2020-21 Budget Planning

J. Student Fees, Dues, Bldg Accts

This item was tabled.

K. Parent Initiative

Mr. Happer shared information regarding the HYDRA Program – Helping Youth Dream, Realize, Achieve.

**V. STUDENT ISSUES**

A. Student Handbooks

Motion made by Gibson, second by Thelen to approve the ES, MS, HS Student Handbooks as presented. Motion carried 7-0.

**VII. PLANNING/FACILITIES/EQUIPMENT**

A. Summer Maint Projects

Mr. Happer gave updates on the ongoing summer maintenance projects.

B. Student iPad Replacement

Motion made by Gibson, second by Thelen to authorize the purchase of 75 iPads at a cost of \$32,475. Motion carried 7-0.

C. Disposal of Old Equipment

Motion made by Gibson, second by Thelen to authorize the disposal of old/outdated equipment as presented. Motion carried 7-0.

**VIII. PERSONNEL ISSUES**

Motion made by Gibson, second by Tuck to adjourn to executive session, after a five minute recess, for a period of ten minutes to discuss personnel issues of non-elected personnel under KOMA exception, including Mr. Happer, Mr. Giltner, Mrs. Frakes if needed, with open session to resume at 9:07pm. Motion carried 7-0.

A. Resignations

B. Contracts

Motion made by Gibson, second by Thelen to accept the resignation of AJ Vinent, HS Boys Asst Basketball Coach; approve contracts for Nicole Gillihan, Food Service Director at a salary of \$35,500; Rick Hummel, second Driving Instructor for Drivers Ed

at \$25/hr; Scott Campbell, Heather Roenne HS Summer School; Mary Williams MS Summer School; Amanda Feuerborn, Reagan Grimm, Candi Brown, Sherri Caldwell ES Summer School; Stephanie Hypse, Drivers Ed aide; Kathleen Wellman, HS Office Aide/Counselor Sec; Leslie Abbott, HS Head Volleyball; Darin Lawhorn, HS Head Girls Golf; Chad Jackson, MS Head Volleyball, all as presented. Motion carried 7-0.

C. Admin Compensation

Motion made by Majors, second by Gibson to authorize payment for additional administrative work beyond contracted days due to COVID planning for 2020-21 school year at \$30/hr. Motion carried 7-0.

**IX. NEGOTIATIONS**

Motion made by Gibson, second by Thelen to adjourn to executive session for five minutes to discuss matters of negotiations under employer employee negotiations exception under KOMA, including Mr. Happer, with the open session to resume at 9:27pm. Motion carried 7-0.

**X. SUPERINTENDENT REPORT**

A. 2020-21 School Year Planning

Mr. Happer stated that plans were being made to start school in August along with contingency plans, in the event that another outbreak were to occur.

**XI. ADJOURN**

The meeting was adjourned by President David Jensen at 9:35pm.

Respectfully submitted,

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Amy Adams-Mitchell, Board Clerk

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David Jensen, Board President