

JEFFERSON WEST USD #340
Minutes of Regular Meeting
November 11, 2019

I. CALL MEETING TO ORDER

The meeting was called to order by President David Jensen at 6:30pm. Members present: Morgan Hall, David Jensen, Dreana McClurg, Betty Majors, Katherine Petesch(arriving at 6:39pm), and John Thelen. Officials present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; Wes Sturgeon and John Hamon, Bldg Administrators, Karen Linn, Berberich Trahan CO PA; Marcia Ricklefs; Steve Brown, Jessica Rodecap and John Clare.

- A. *Comments from Patrons and Guests* – There were no comments.
- B. *Communications* – A thank you from the Girls Golf Team was shared with the Board for their continued support.

II. APPROVE AGENDA

Motion made by Majors, second by McClurg to approve the agenda as amended: under Board Issues, item J, Removal of MS Account Signer; item K, Classified Wage Scale. Motion carried 5-0.

III. CONSENT AGENDA

- A. Minutes of October 14, 2019
- B. Claims for Payment
- C. Treasurer's Report

Motion made by Majors, second by McClurg to approve the consent agenda as presented. Motion carried 5-0.

*Karen Linn presented the fiscal audit findings for 2018-19. Dreana McClurg exited at 6:38pm. Katie Petesch arrived at 6:39pm, McClurg returned at 6:41pm.

IV. ACADEMIC REPORTS

- A. Building Principal Reports
Mr. Sturgeon and Mr. Hamon gave building updates.
- B. Keystone Update

V. BOARD ISSUES

- A. Fiscal Audit Results
Motion made by McClurg, second by Hall to approve and accept the fiscal audit results of 2018-19 as presented by Karen Linn of Berberich Trahan Co PA. Motion carried 5-0.

- B. Donation for HS Vocal Trip
Motion made by Petesch, second by Hall to accept the donation of \$500 for the HS Vocal Music trip as presented for intended student and parent. Motion carried 6-0.

C. Donation – Photography & Office Supplies

Motion made by Petesch, second by Majors to accept the donation of photography and office supplies as presented by Jeff & Ken Ferrell. Motion carried 6-0.

D. Health Procedures Update Continuation

Motion made by Majors, second by Thelen to approve the recommendation for Health Medication Administration and Self Carry/Self Administer Procedures as presented. Motion carried 6-0.

E. Employee Hours Report – no action taken

F. Parent/Teacher Conferences

Mr. Happer shared information regarding attendance for Parent/Teachers Conferences that were recently held.

G. Board Goals Update

Mr. Happer shared the Board Goals update with the Board.

H. Job Descriptions

Motion made by McClurg, second by Thelen to approve the job descriptions for District Student Data Information & IT Clerk as amended by merging the two documents into one complete listing. Motion carried 6-0.

I. KASB Annual Conference

Motion made by McClurg, second by Petesch to appoint Dave Jensen as the voting delegate for the KASB Conference, if attending. Motion carried 6-0.

J. Removal of MS Acct Signer

Motion made by Majors, second by Petesch to approve the recommendation of MS Account Signer, Phil Korb, effective immediately. Motion carried 6-0.

K. Classified Wage Scale – no action taken

VI. STUDENT ISSUES

VII. PLANNING/FACILITIES/EQUIPMENT

VIII. PERSONNEL ISSUES

Motion made by McClurg, second by Hall to adjourn to executive session for a period of ten minutes, to discuss personnel issues of non-elected personnel under KOMA exception, including Mr. Happer, with the meeting to resume in the boardroom at 7:45pm. Motion carried 6-0.

Motion made by Majors, second by Jensen to continue executive session for five 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 7:50pm. Motion carried 6-0.

Motion made by McClurg, second by Thelen to continue executive session for five 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 7:56pm. Motion carried 6-0.

A. Resignations

Motion made by McClurg, second by Thelen to accept the resignations of Ed diZerega, HS/MS Vocal Music Teacher; Dayna Lloyd, Student Data Coordinator; Sondra Knox, MS Instructional Aide; Penny Fleming, HS Volleyball Coach. Motion carried 6-0. The Board would like to thank Mr. diZerega for his 39 years of teaching service and wish all other well in their future endeavors.

B. Contracts

Motion made by McClurg, second by Majors to authorize contract and accept the recommendation of hire Cheryle Sanders, JDLA Driver and MS Kitchen and transfer for Brenda Schwartz, to MS Instructional Aide. Motion carried 6-0.

IX. SUPERINTENDENT REPORT

A. KSDE Blue Ribbon Bullying Task Force

B. Bond Fiscal Update

Mr. Happer gave updates on the listed items.

X. ADJOURN

Meeting was adjourned by President David Jensen at 8:01pm.

Respectfully submitted,

Amy Adams-Mitchell, Board Clerk

David Jensen, Board President