

MINUTES

REGULAR BOARD MEETING

July 8, 2009

Vice President Kent Grieder called the Regular Meeting of the Southern Lyon County USD #252 Board of Education to order at 7:00 p.m., on Wednesday, July 8, 2009 at the Board of Education Office in Hartford, Kansas.

ROLL CALL:

BOARD MEMBERS PRESENT:

Kent Grieder, Bill Veatch, Kevin Flott, Kenny Hamman and Craig Clark

BOARD MEMBERS ABSENT:

Jeanette Schmidt

SUPERINTENDENT:

Michael Argabright

CLERK:

Brenda Redeker

VISITORS:

None

Kevin Flott (Kenny Hamman) moved to approve the Agenda as presented with the additions to the Consent Agenda of: **3 b.** Additional Bills for Approval and Hartford State Bank Pledge Security; **3 d.** Additional Transfer Students; and **3 f.** Remove Mindy Clark from the Substitute Teacher list for the 2009-10 school. Motion Passed. (5-0)

CONSENT AGENDA

- a. Approved the Minutes from the June 8, 2009 Regular Meeting and the (2) June 29, 2009 Special Meetings
- b. Approved Bills Due and Payable, Journal Entries and Pledge Securities
- c. Approved Payrolls for June 19, 2009, Lump Sum and July 3, 2009
- d. Approved Transfer Students for the 2009-10 school year: **Neosho Rapids** – *Drayden Butterfield, Erika Holmes, Trade Torrens and Lindsay Torrens*; **Olpe Schools** – *Kenzee Allen, Kaitlyn Countryman, Carter Cox, Caleb Cox, Kevin Heineken II, Joel Miller, Jessica Miller, Richard Murray, Meghan Murray and Caroline Murray*. Denied Transfer Students for the 2009-10 school: **Olpe Schools** – *Nicole Hizar and Ethan Peterson*.
- e. Approved Flint Hills Technical College Student - *Chance Mayer* – Automotive
- f. Approved Substitute and Emergency Substitute Teachers for the 2009-10 school year – *Charles Bradbury, Janet Brassart, Laura Breshears, Linda Carson, Mark Grigsby, Heather Hamilton, Marian Johnson, Laura Miser, Shelly Norling, Kerri Owen, Mary Lou Pearson, Judith Putman,*

Jennifer Ramsey, Leo Reyes, Jennifer Schmidt, Bonnie Stewart, Peggy Scheidegger, Les Stein and Patricia Thompson.

- g. Approved additional corrections to the Technology Plan 2009-2012.

Bill Veatch (Kevin Flott) moved to approve the Consent Agenda. Motion Passed. (5-0)

CONSENT AGENDA ITEMS PULLED FOR DISCUSSION

None

COMMENTS FROM THE PUBLIC

None

ORGANIZATION OF THE BOARD

Bill Veatch (Kenny Hamman) moved to appoint Kent Grieder as President of the Board.
Motion Passed. (5-0)

Craig Clark (Kenny Hamman) moved to appoint Bill Veatch as Vice President of the Board.
Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Brenda Redeker as Clerk of the Board. Motion Passed. (5-0)

Bill Veatch, (Kenny Hamman) moved to appoint Haley Rhoads as Deputy Clerk of the Board.
Motion Passed. (5-0)

Bill Veatch (Kenny Hamman) moved to appoint Haley Rhoads as KPERS Representative.
Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Michael Langley as Treasurer of the Board.
Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Haley Rhoads as Payroll Clerk. Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Mike Argabright as State and Federal Programs Representative. Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Bob Bezek as Board Attorney for USD #252.
Motion Passed. (5-0)

Bill Veatch (Kenny Hamman) moved to appoint Phyllis Krueger as School Food Service Representative.
Motion Passed. (5-0)

Bill Veatch (Kenny Hamman) moved to approve the KASB Membership and Consultation Service Contract for the 2009-10 school year. Motion Passed. (5-0)

Kenny Hamman (Kevin Flott) moved to appoint Bill Veatch as KASB Governmental Relations Representative. Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Mike Argabright Freedom Information Officer.
Motion Passed. (5-0)

COMMITTEE APPOINTMENTS

Kevin Flott (Kenny Hamman) moved to appoint Bill Veatch to serve on the Calendar Committee for the 2009-10 school year. Motion Passed. (5-0)

Bill Veatch (Kenny Hamman) moved to appoint Jeanette Schmidt and Craig Clark to serve on the Evaluation Committee for the 2009-10 school year. Motion Passed. (5-0)

Bill Veatch (Kevin Flott) moved to appoint Kent Grieder as Technology Committee Representative for the 2009-10 school year. Motion Passed. (5-0)

DESIGNATE OFFICIAL NEWSPAPER

Bill Veatch (Craig Clark) moved to adopt the Emporia Gazette as the District's official newspaper. Motion Passed. (5-0)

TRUANT OFFICERS

Kevin Flott (Kenny Hamman) moved to designate Shane Clark – Olpe 7-12, Bill Warner – Neosho Rapids/Olpe ES-6 and Curtis Simons – Hartford/Neosho Rapids 7-12 as Truant Officers for the 2009-10 school year. Motion Passed. (5-0)

DEPOSITORY BANKS

Bill Veatch (Kenny Hamman) moved to adopt Hartford State Bank and Olpe State Bank as the Official Depositories for the school district funds, and have reviewed bank signatures on file. Motion Passed. (5-0)

FIXED ASSET ACCOUNTING WAIVER (GAAP)

Kevin Flott (Kenny Hamman) moved to adopt the Fixed Asset Accounting Waiver Resolution as presented. Motion Passed. (5-0)

1,116 HOUR RESOLUTION

Bill Veatch (Kevin Flott) moved to adopt the 1,116 hour policy for the 2009-10 school year as allowed by law. Students in Kindergarten shall attend not less than 558 school hours; and students attending grades 1 through 11 shall attend not less than 1,116 school hours; and students attending grade 12 shall attend not less than 1,086 hours. Motion Passed. (5-0)

DATES AND TIMES OF REGULAR BOARD MEETINGS

Kevin Flott (Bill Veatch) moved that the Board of Education of USD #252 Southern Lyon County, Kansas shall meet in Regular session at 7:00 p.m. in the Board Meeting Room in Hartford, Kansas on: Wednesday, July 8, 2009; Wednesday August 12, 2009; Wednesday, September 9, 2009; Wednesday, October 14, 2009; Wednesday, November 11, 2009; Wednesday, December 9, 2009 (6:00 p.m. – *Olpe Chicken House*); Wednesday, January 13, 2010; Wednesday, February 10, 2010; Monday, March 8, 2010; Wednesday, April 14, 2010; Wednesday, May 12, 2010; Wednesday, June 9, 2010; and Wednesday, June 28, 2010 (*if needed*). Motion Passed. (5-0)

ESTABLISH PETTY CASH LIMITS

Bill Veatch (Kenny Hamman) moved to allow a maximum of \$750.00 for the Petty Cash fund at the

Central Office, Hartford and Olpe High Schools and \$400.00 each at the Neosho Rapids and Olpe Elementary Schools. Motion Passed. (5-0)

CREDIT CARD LIMITS

Kevin Flott (Bill Veatch) moved to approve the Credit Card Limits as: *Superintendent, Mike Argabright - \$10,000.00; Board Clerk, Brenda Redeker - \$5,000.00; Principal, Shane Clark - \$2,500.00; Principal, Curtis Simons - \$2,500.00 and Principal, Bill Warner - \$2,500.00.* Motion Passed. (5-0)

EARLY PAYMENT REQUESTS

Kevin Flott (Bill Veatch) moved to adopt an Early Payment Policy as per KSA-12-105b which allows the Board Clerk to make early payments on those bills due such as utilities before the board meeting date. Motion Passed. (5-0)

APPOINT HEARING OFFICER FOR FREE & REDUCED MEAL APPLICATION APPEALS

Kevin Flott (Bill Veatch) moved to appoint Superintendent Mike Argabright Hearing Officer for Free and Reduced Meal Application appeals. Motion Passed. (5-0)

REMOVAL OF OLD TEXTBOOKS

Kevin Flott (Craig Clark) moved to allow Textbook buyers to come into the schools and purchase old textbooks and if the books are not purchased, the old textbooks will be removed for recycling. Motion Passed. (5-0)

RETENTION AND REMOVAL OF RECORDS

Kevin Flott (Kenny Hamman) moved to retain all permanent records at the Board of Education office and allow the discard of old non-permanent records after seven years as presented. Motion Passed. (5-0)

DISTRICT PASSES

Bill Veatch (Kevin Flott) moved to approve the guidelines for District Passes as follows: **Lifetime Pass** – Board members (with 8 years of service), retired personnel from District and those donating \$5,000.00 or more to the District with all existing passes honored; **Senior Pass** – Those over 65 and residing in the District; and **Yearly Pass** – Daily employees at the District and Board Members (to include Paras and Special Ed Teachers – Does not include Substitute Teachers) and those donating \$500.00 or more annually to the District. Motion Passed. (5-0)

ADOPTION OF THE INTERNAL CONTROL POLICY & PROCEDURE MANUAL

Kevin Flott (Bill Veatch) moved to accept the Internal Control Policy and Procedures Manual with updates as presented. Motion Passed. (5-0)

EXTRA COACHING STAFF POLICY

Kevin Flott (Kenny Hamman) moved to fund the Extra Coaching Staff Policy for the 2009-10 school year. Motion Passed. (5-0)

SURPLUS EQUIPMENT

Kevin Flott (Bill Veatch) moved to authorize Superintendent Argabright to list with Purplewave Auction

surplus equipment, buses and vehicles as needed. Motion Passed. (5-0)

AUTHORITY TO DRAW TAX MONEY

Kevin Flott (Bill Veatch) moved to authorize Brenda Redeker, Board Clerk, to draw tax money from the Lyon County Treasurer and Coffey County Treasurer as it becomes necessary and to invest surplus funds in Certificates of Deposits in banks located in USD #252. This authority to be granted from July 1, 2009 to June 30, 2010. Motion Passed. (5-0)

ESTABLISH MILEAGE RATE FOR REIMBURSEMENT

Bill Veatch (Craig Clark) moved to set the District reimbursement rate for private vehicle mileage at 55 cents per mile as per K.S.A. 75-3203a for the 2009-10 school year. Motion Passed. (5-0)

ADOPT THE POLICY MANUAL

Kevin Flott (Kenny Hamman) moved that all policy statements found in the Minutes of this Board of Education prior to June 30, 2009 be rescinded and the Board of Education adopt the Policy Manual (or written policies) as presented and recommended by the Superintendent of Schools, to amendment and revision by the Board of Education. Motion Passed. (5-0)

KASB RECOMMENDED BOARD POLICIES UPDATE

Superintendent Argabright reviewed the KASB Board Policies and Handbook recommendations with the Board.

Kenny Hamman (Bill Veatch) moved to accept the KASB Board Policies and Handbook changes as presented. Motion Passed. (5-0)

ACTIVITY ACCOUNT RESOLUTION

Bill Veatch (Kenny Hamman) moved to approve the new Activity Account Resolutions for Olpe High School, Olpe Elementary, Neosho Rapids Elementary, Hartford High School and Neosho Rapids Junior High School as presented. Motion Passed. (5-0)

SPECIAL BOARD MEETING DATE

Superintendent Argabright recommended a Special Board meeting date of Monday, July 20th at 6:00 p.m. for the 2009-10 Budget, BOE Vacancy, Facilities, Personnel and Superintendent's Report allowing enough time to publish the Budget and have the Budget Hearing at the Regular August meeting. Superintendent Argabright will confer with President Grieder for any other items for the Agenda.

Bill Veatch (Kevin Flott) moved to set a Special Board Meeting date as Monday, July 20th at 6:00 p.m. for the 2009-10 Budget, BOE Vacancy, Facilities, Personnel and Superintendent's Report. Motion Passed. (5-0)

BOARD GOALS & STRATEGIC PLAN

Superintendent Argabright presented the 2009-10 District Board Goals.

Kevin Flott (Bill Veatch) moved to approve the District Board Goals for 2009-10 school year as presented. Motion Passed. (5-0)

The Strategic Plan was tabled until the August Board meeting.

FACILITIES

Superintendent Argabright presented a handout from Bill Ballinger on the progress of the summer projects.

Superintendent Argabright reported that the State Fire Marshall saw no problems with the Hartford High School Concession/Locker Room Project. The Plans will now go to the State Architect for approval with hopes to have them back within a week.

The Olpe Storage Building Project plans from the Architect are 80% complete and will hopefully be presented to the Board soon.

FACILITY USE PERMIT AND FEES

The Facility Use Permit and Fees Form was discussed and open for corrections. It was suggested to change from 50% to 75% in the wording *“In the Summer, 75% use or more of the students participating in an activity using district facilities must be USD #252 students in order to use the facilities at no charge.”*

Bill Veatch (Kenny Hamman) moved to approve the Facility Use Permit and Fees as presented with the correction of 75% instead of 50% starting with the 2009-10 school year. Motion Passed. (5-0)

Break – 8:43 p.m.

Meeting Resumed – 8:46 p.m.

NEGOTIATIONS

President Grieder (Bill Veatch) moved to recess into executive session at 8:47 p.m. for 10 minutes to discuss negotiations in order to protect the public interest in negotiating a fair and equitable contract with the Board and Superintendent present. Motion Passed. (5-0)

Clerk Redeker left the room.

At 8:57 p.m. President Grieder declared the meeting in open session with Clerk Redeker returning.

Kevin Flott (Bill Veatch) moved to approve and ratify the Negotiation Agreement recommendations for the 2009-10 school year as presented. Motion Passed. (5-0)

PERSONNEL

No action taken.

ADMINISTRATIVE & CLASSIFIED RAISES

Superintendent Argabright presented a recommendation of 10 cents per hour increase on all hourly wage employees and a District insurance increase of \$40.00 per month for those participating in the plan.

Kevin Flott (Bill Veatch) moved to approve hourly wage personnel an increase of 10 cents per hour. Motion Passed. (5-0)

Kevin Flott (Bill Veatch) moved to increase \$40.00 per month towards the District’s health insurance for

those employees participating in the plan. Motion Passed. (5-0)

Central Office Salary Staff raises presented were: Haley Rhoads - \$28,390.00, Matt Walker \$31,450.00, Deb Kuhlmann - \$33,100.00 and Brenda Redeker - \$33,385.00.

Administrative Staff raises presented were: Mr. Warner - \$61,545.00 and Mr. Simons - \$66,656.00.

Kevin Flott (Bill Veatch) moved to approve the salary employee increases as presented. Motion Passed. (5-0)

2009-10 BUDGET

Superintendent Argabright informed the Board that the recent state cuts impacted the District \$56,544.00. More specific numbers will be presented at the Special Board Meeting on July 20th.

SUPERINTENDENT'S REPORT

Superintendent Argabright reported that the District physicals performed by volunteer doctors and nurses saved the District a lot of dollars. A Thank You Ad was placed in the Emporia Gazette and \$25.00 gift certificates were given to the Doctors in appreciation of their time.

As a reminder to Board members, Superintendent Argabright reviewed the rules of KOMA and HB 2947 regarding interactive communications by a majority of membership discussing business or affairs of the school.

BOARD MEMBER COMMENTS

Newly appointed President Kent Grieder thanked the Board members for their vote of confidence in him for the position of President of the Board of Education. Members were looking forward to a new school year and realized the financially tough year ahead and for all to enjoy the rest of the summer.

ADJOURNMENT

Bill Veatch (Kevin Flott) moved to adjourn the meeting. Motion Passed. (5-0)

The meeting adjourned at 9:17 p.m..

Kent Grieder, President

Date

Brenda J. Redeker, Clerk

Date