

**Goddard USD No. 265  
Board of Education Meeting  
Administration Center  
Board of Education Room  
201 S. Main Street  
Goddard, Kansas 67052  
May 14, 2012  
7:00 p.m.**

**MINUTES**

The Board of Education of Unified School District No. 265, Sedgwick County, Goddard, Kansas, met at 7:00 p.m., on Monday, May 14, 2012, in regular session in the Board of Education Room of the USD 265 Administration Center. Board members present: Mr. Jeff Blubaugh, Mr. Doug Griswold, Mrs. Gail Jamison, Miss Sara McDonald, Mr. Kevin McWhorter, and Mr. Bob Merritt. Mrs. Lisa Farris was absent. Also present: Dr. Justin Henry, superintendent; Dr. Teresa San Martin and Mr. George Tignor, assistant superintendents; Mr. Doug Maxwell, director of finance; and Annette Singletary, clerk of the board.

**1. Call to Order**

BOE President Doug Griswold called the meeting to order at 7:00 p.m.

**2. Flag Salute**

The flag salute was given by the Eisenhower Middle School Student Council.

**3. Adopt Agenda**

*A motion was made by Mrs. Jamison, second by Mr. Blubaugh, to adopt the agenda as presented with additions to the Consent Agenda and removing the transportation handbook for students from the Consent Agenda. The motion carried 6-0.*

**4. Information from the Superintendent**

**Legislative Update** – Superintendent Justin Henry advised the board that the legislative session had been extended to complete their work, including adopting the budget and redrawing congressional district maps.

**Information Regarding High School Graduations** – An information page was distributed to BOE members listing dates, times, locations for Goddard Academy, Goddard High School, and Eisenhower High School graduations.

**End of Year Celebration Information** – The USD 265 Staff End-of-Year Celebration will be held Friday, May 18, at 8:00 a.m., at Eisenhower High School. This event will be posted as a special BOE meeting to allow board members to attend the celebration.

**Retreat Dates** – Dr. Henry reported that the BOE portion of the annual Leadership Retreat will be July 26-27, 2012. More information will be provided later.

**5. Approve Minutes of April 9, 2012, and April 30, 2012, BOE Meetings**

*A motion was made by Mrs. Jamison, second by Mr. McWhorter, to approve the minutes of the April 9, 2012, and April 30, 2012, BOE meetings as presented. The motion carried 6-0.*

**6. Technology Plan**

Director of Technology Mitch Krueger presented information defining terms used in the technology plan, i.e., BYOD (bring your own device), cloud, virtualization, etc. Assistant Superintendent Teresa San Martin

explained that the plan is necessary to comply with state requirements, and that approving the plan does not include approving a budget for the plan. The plan shows how Goddard School District plans to improve from where the district is now. The national technology plan was utilized as a guide to help develop the USD 265 district technology plan.

*A motion was made by Miss McDonald, second by Mr. Merritt, to approve the Technology Plan as presented. The motion carried 6-0.*

**7. Employee Handbook Revisions**

Mr. Tignor presented the revisions to the Substitute Teacher, Safety, Transportation, and Emergency Procedures Guidelines district employee handbooks for 1<sup>st</sup> read. Mr. Tignor requested that board members contact him before the next BOE meeting if there were questions about the revisions. Approval of the handbooks will be requested at the June BOE meeting.

**8. Revisions of BOE Policy GAGB**

Dr. Henry presented a revised version of BOE Policy GAGB – Gifts for review by the board. He noted that the policy was reviewed by attorney John Robb. Dr. Henry requested that board members with questions about the revised policy contact him before the June BOE meeting. Approval will be requested at the June BOE meeting.

**9. Consent Agenda**

**a. Terminations – none**

**Resignations** – Margo Tucker, transp; Peggy Fritschle, EHS para; Brian Collier, EHS asst boys soccer; Courtney Ast, GHS library media specialist and GHS student council; Nancy Fredrickson, GMS asst track; Lisa Tyler GMS asst track and Emma Diskin, EHS Kays sponsor; Susan Hansen, Apollo reading para; Steve Stoffregen, GHS Scholars Bowl sponsor; Jill McCurry, GHS Spirit Club co-chair; Lisa Fouts, EMS asst track

**Retirements** – none

**b. Contracts** – Angela Savute, CDS kdg teacher; Brandon Sommer, EHS math teacher and HS asst soccer; Dane Danielsen, HS head instrumental music dir, HS asst musical dir and HS orchestra dir; Lisa Tyler, MS co-head track and Jennifer Schrader, MS asst basketball; Jamie Oettle, GHS drama/theatre; HS head musical director and HS drama/play director; Karen Thurnau, EMS 7<sup>th</sup> grade math; Ken Hansard, HS QPA co-chair; Chelsea Carver, HS ½ Spirit Club sponsor; Marcy Cross, HS FBLA sponsor; Linda Morgan, HS head forensics; Kyrie Kinder, MS head vb; Nancy Fredrickson, MS asst track

**Letters of employment** – Mabel Pfannenstiel, maint

**c. Student Handbook Revisions** – elementary, middle and high school handbooks

**d. Acceptance of Gifts** – Eston Beery Memorial - \$750 to GHS to be presented to the winner of the Eston Beery Scholarship Award

**e. Summer School Teacher Assignments for Secondary Education and Lakeside Academy** – as presented.

*A motion was made by Mr. Blubaugh, second by Miss McDonald, to approve the Consent Agenda as presented, with approval of the student transportation handbook excluded from approval. The motion carried 6-0.*

## **10. Monthly Business Report**

**a. Financial Contingency Recommendation** – Mr. Maxwell Finance Director Doug Maxwell recommended that the board declare a financial contingency of up to \$865,000, with funds to be utilized for May payroll expense due to a shortfall to the KSDE appropriation which resulted in the May state aid payment falling \$867,710 short. Without transferring funds the district's general fund would have a negative balance for the month ending May 31, 2012. The Contingency Reserve fund balance can be reinstated as a part of the FY12 close-out process when the second half of county taxes and remaining state aid is received.

*A motion was made by Mr. McWhorter, second by Miss McDonald, to declare a financial contingency up to \$865,000 to cover district expenses due to the State's failure to provide full state aid payments. The motion carried 6-0.*

**b. 2012-13 Capital Outlay Plan** – Mr. Maxwell presented the 2012-13 Capital Outlay Plan for approval, noting expenditures will be reviewed before proceeding, especially in light of state budget plans. Replacing the Oak Street Elementary School boiler will continue as planned due to the urgency of completing that project. Board members requested a breakout list of all expenditures paid from the capital outlay bonds.

*A motion was made by Miss McDonald, second by Mr. Blubaugh, to approve the 2012-13 Capital Outlay Plan as presented. The motion carried 6-0.*

### **c. Approval of Bills & Transfers**

*A motion was made by Mr. McWhorter, second by Miss McDonald, to approve bills and transfers totaling \$1,743,551.66. The motion carried 6-0.*

## **11. Executive Session to Discuss Employer-Employee Negotiations and Discuss Personnel Matters**

*A motion was made by Mr. Griswold, second by Mr. Merritt, to take a 5-minute break, then go into executive session in the BOE Room at 7:50 p.m. for 25 minutes for the purpose of discussing employer-employee negotiations to protect the district's right to the confidentiality of its negotiating positions and the public interest in negotiating a fair and equitable contract, and for discussing personnel matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to return to open session at 8:15 p.m. in the BOE Room. The motion carried 6-0.*

Present in executive Mr. Blubaugh, Mr. Griswold, Mrs. Jamison, Miss McDonald, Mr. McWhorter, Mr. Merritt, Dr. Henry, Dr. San Martin, Mr. Maxwell, Board Attorney John Robb, and Mrs. Singletary.

The board resumed in open session at 8:15 p.m.

*A motion was made by Mr. Griswold, second by Mr. Merritt, to go into executive session in the BOE Room at 8:15 p.m. for 20 minutes for the purpose of discussing employer-employee negotiations to protect the district's right to the confidentiality of its negotiating positions and the public interest in negotiating a fair and equitable contract, and for discussing personnel matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to return to open session at 8:35 p.m. in the BOE Room. The motion carried 6-0.*

Present in executive Mr. Blubaugh, Mr. Griswold, Mrs. Jamison, Miss McDonald, Mr. McWhorter, Mr. Merritt, Dr. Henry, Dr. San Martin, Mr. Maxwell, Mr. Robb, and Mrs. Singletary.

Mr. Maxwell left executive session at 8:32 p.m.

Eisenhower High School Principal Bill Kelley entered executive session at 8:32 p.m.

The board resumed in open session at 8:35 p.m.

*A motion was made by Mr. Griswold, second by Mr. Merritt, to go into executive session in the BOE Room at 8:35 p.m. for 15 minutes for the purpose of discussing personnel matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to return to open session at 8:50 p.m. in the BOE Room. The motion carried 6-0.*

Present in executive Mr. Blubaugh, Mr. Griswold, Mrs. Jamison, Miss McDonald, Mr. McWhorter, Mr. Merritt, Dr. Henry, Dr. San Martin, Mr. Robb, Dr. Kelley, and Mrs. Singletary.

The board resumed in open session at 8:50 p.m.

*A motion was made by Mr. Griswold, second by Mr. Merritt, to go into executive session in the BOE Room at 8:50 p.m. for 10 minutes for the purpose of discussing personnel matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to return to open session at 9:00 p.m. in the BOE Room. The motion carried 6-0.*

Present in executive Mr. Blubaugh, Mr. Griswold, Mrs. Jamison, Miss McDonald, Mr. McWhorter, Mr. Merritt, Dr. Henry, Dr. San Martin, Mr. Robb, Dr. Kelley, and Mrs. Singletary.

The board resumed in open session at 9:00 p.m.

### **13. Adjournment**

The meeting adjourned at 9:04 p.m.

Respectfully submitted by

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Annette Singletary, Clerk of the Board

APPROVED:

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Douglas A Griswold, President of the Board