

UNIFIED SCHOOL DISTRICT #377
REGULAR MEETING
DECEMBER 12, 2016
6:30 PM, CENTRAL OFFICE
EFFINGHAM, KS

Members Present

Barbara Chapman, Tana Hoffman, Patrick Kearney, Nancy Keith, Jeff Martin, Steve Meeks, and Stephanie Moore

Members Absent

None

Others Present

Superintendent Steve Wiseman, Principal Deanna Scherer, Principal Mandi McMillan, Cy Wallisch, Josh Snyder, Wanda Small, Luke Lott, Dennis Schwarzer, Brandee Falk, Rick Falk, Roxann Scheid, Larry Mears, Ethan Hausmann, and Ryan Falk, Globe.

High school students: Grace-Marie Tucking, Bailey Buttron, Karl Scholz, Austin Hager, Dylan Birkinsha, and Hunter Ostertag

Call to Order

The meeting was called to order at 6:30 by Jeff Martin.

Approval of Agenda

Revisions to agenda:

Presentations – bus driver recognitions tabled until January

Presentations – Project Based Learning update added

Item 6.03 Executive Session for Student Matter added

Motion by Hoffman, seconded by Kearney, to approve the agenda as amended. Motion passed 7-0.

Hearing of Audience

None

Presentations

Wanda Small presented information on the progress of the grades K-3 Project Based Learning program.

***Approval of
Consent Agenda***

Motion by Kearney to approve the consent agenda. Seconded by Keith. Motion passed 7-0.

The consent agenda included the following:

Minutes of the November 14, 2016 meeting

Elementary activity reports for November 2016, JSH activity reports for September, October, and November 2016, Cash Summary Report for November 2016, Budget Summary of Funds for November 2016, bills and claims in the amount of \$186,815.13 and the VISA bill.

Treasurer's report for November 2016

Acceptance of gifts and grants:

To the Elementary School:

Underwear, gloves, pants, etc. from the United Methodist Church

Socks, underwear, and pants from Kathy Enzbrenner

**Approval of
Consent Agenda
(continued)**

From the PTO:

\$954.25 for PreSchool field trip

\$5.00 gift cards to each elementary staff member (\$300.00)

K-cups for the teachers' lounge (\$50.00)

Colored copy paper for the teachers to use (\$50.00)

Parent/ Teacher Conference meals in March - Pizzas from Main Street Food and Fuel (\$100.00) for one of the meals and for the second night pulled pork, sides and desserts.

Continue to pay for the various field trips throughout the year.

To the Junior-Senior High School:

\$300 from Martin Trash Service to the HS Girls Basketball Program

\$300 from Martin Construction to the HS Girls Basketball Program

135 Tiger t-shirts from Leslie Bosch to the HS girls' basketball team to give out to spectators at home games

\$31 from Red Wheel fundraiser donations to the Junior Class

\$119 from fruit and meat sales/donations to FFA

\$117 from Pink Out raffle and pumpkins to Student Council

\$20 in parade float donations to FFA

\$20 donation for tractor pull help at the fair to FFA

\$100 from Atchison Kiwanis Halloween Parade 2016 to HS Band

\$629 in free will donations from dessert bar at Fall Musical to Drama Club

\$120.25 from Cherrydale Farms fundraiser donations to Band

\$25 from Atchison Area Teacher Association to Soundmasters

\$50 anonymous donation to Soundmasters

\$50 anonymous donation to Soundmasters

\$100 from Community Club to Soundmasters

\$50 anonymous donations to KAYS

Various items from OPAA! - November 1-18, 2016

(water, beverages, biscuits/sausage, cinnamon rolls, cookies for teachers, BOE meeting snack, breakfast sticks, cookies for various meetings, etc.)

Accept Keystone correspondences as follows:

Superintendents' Council Minutes for 12/06/2016

BOD Minutes from 11/16/2016 (unofficial)

Accept Independent Audit Report for FY2016

Applications of non-resident students – Kolton Coy

Leadership Reports

Mrs. Gracey handed out information to the board members on upcoming KASB conferences. She also stated that she and Mr. Caplinger cashed in a CD in November to help with cash flow until they receive the January tax distribution.

Mr. Wallisch spoke on the following:

*Request to join the NEKL was denied

*JH track sweats will be purchased from Nill Brothers for \$1,099.50

*2007 girls basketball team (3rd in Class 3A State) will be recognized at the January 6th basketball games

*Looking into purchasing a portable mound for the baseball field and a new wrestling record board (current one is full)

**Leadership Reports
(continued)**

Mr. Snyder spoke on the following:

- *PK-6 English/Language Arts curriculum
- *Curriculum Council will not have recommendations in January
- *NAEP assessments will be performed on 8th graders (reading and math) and 4th graders (reading and math) in February
- *State assessments are expected to take less time than before

Mrs. McMillan spoke on the following:

- *Tiger Proud assembly for November was Bingo - 94% of students were eligible to attend
- *1st and 4th graders – Reading Buddies every Wednesday for 30 minutes
- *AR word count challenge – students are beating the teachers

Mrs. Scherer spoke on the student activities going on at the JSH. She also discussed the upcoming finals.

Mr. Wiseman updated the Board on the following:

- *Annual senior citizens dinner went well
- *LWLA will host an event on Friday 12/16 to promote their new grant
- *Budget – waiting on new formula and hopeful we will not be cut
- *Transportation task force will have organizational meeting soon
- *Considering student custodial workers (<20 hours/week)
- *Opening up the school nurse job and will have recommendation in January

**Executive Session –
Personnel**

Motion by Martin to enter into executive session to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed, and that the board return to open session in this room at 7:55 pm. Motion seconded by Hoffman. Motion passed 7-0. (Wiseman, Mears, and Hausmann present)

Mears and Hausmann left at 7:44pm. Scherer entered at 7:49pm.

The board resumed in open session at 7:55pm.

Motion by Martin to enter into executive session to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individual(s) to be discussed, and that the board return to open session in this room at 8:05 pm. Motion seconded by Kearney. Motion passed 7-0. (Wiseman and Scherer present)

Scherer left at 8:00pm. Wiseman left at 8:02pm.

The board resumed in open session at 8:05pm.

**Personnel
Recommendations**

Resignations/Separations

- Luke Lott - rescind HS Assistant Track Coach contract
- Stacie Appel - HS Cheer Sponsor resignation

Nurse Contract

- Carla Forbes (interim nurse) to be compensated at \$28/hour

***Personnel
Recommendations
(continued)***

Supplemental contracts offered
Paul Courter - Assistant JH Boys Basketball
Paul Courter - Assistant HS Baseball Coach
Corey Thomas - Assistant HS Boys Basketball
Julie Dillon - Junior Class Sponsor - replacing Cheri Hawk
Angie Kimmi - PDC Chair
Staci Appel - Part-time HS Cheer Sponsor - to be compensated at \$15/hour for a maximum of 40 hours to finish out the winter season.
Ryan Kelly – HS Head Football Coach

Aide/Para Salaries

Alyssa Richardson - preschool aide, compensation set at \$9.50/hour

Custodial Pay Recommendations

Mandy Lawrence - part-time custodian, no benefits. Compensation - \$8.50/hour

Ron McClanahan - full-time custodian (30-40 hours per regular work week), with benefits. Compensation set at \$9.00/hour.

Peter Pickman - part-time custodian (3-4 hours a night, Mon/Wed/Fri). Compensation to be set at \$9.00/hr.

Motion by Martin, seconded by Kearney to approve the personnel recommendations as presented. Motion passed 7-0.

***Executive Session –
Negotiations***

Tabled

***KASB Policy
Recommendations***

First reading only – no action taken.

***New Hire Safety Training
and Safe Lifting Policy***

AmTrust North America (the District's workers compensation insurance provider) conducted a loss control survey in August 2016. One of their recommendations was that the District adopt a policy as it pertains to new hire safety orientation and safe lifting.

A draft policy was presented to the Board. No action taken.

***Mandatory Monthly
Safety Meetings***

AmTrust North America also recommended that the District adopt a policy as it pertains to mandatory safety meetings.

Proposed language to be added to the District Personnel Handbook:

The Maintenance/Custodial Department will hold mandatory monthly safety meetings. Maintenance/Custodial staff absent from monthly safety meetings will be required to attend a makeup meetings with department supervisors.

No action taken.

**Weight Room/Fitness
Center Waiver/Release
Form**

AmTurst North America also recommendation that the District require a waiver/release form to be signed by all staff and community members wanting to use the District's weight room/fitness center.

A proposed waiver/release form was presented to the Board. No action taken.

The Board also discussed the cost of using the fitness center. The District currently charges patrons a one-time fee of \$10 to cover the cost of the key. The Board directed Mr. Wiseman to research what other facilities charge on a monthly/annual basis.

**Executive Session –
Student Matter**

Motion by Martin to enter into executive session to discuss matters affecting a student in order to protect the privacy interests of the individual(s) to be discussed, and that the board return to open session in this room at 8:17 pm. Motion seconded by Kearney. Motion passed 7-0. (Wiseman present)

The board resumed in open session at 8:17pm.

Student Trips

Wednesday, February 8th - Washburn University Department of Physics and Astronomy. Allows science club students to see scientific labs and research currently being conducted at the University. (Mr. Oswald)

Saturday, February 18th – Holton – Honor Band and select G6, G7, & G8 students. 1st, 2nd, and 3rd year band students will practice and perform challenging yet ability appropriate band literature with other 1st, 2nd, and 3rd year band students from the NE Kansas area. (Mrs. Kerwood)

Saturday, March 4th – Science Club trip to Hutchinson, KS to tour Cosmosphere. This will be a trip for certain science club members who sign up, in order that they may develop a better understanding of the space program and its history. (Mr. Oswald)

Date TBD – JCCC Job Olympics – Ninth thru twelfth graders will participate. 7th graders will go to observe only, as they are not allowed to participate until grade nine. (Mrs. Dawson)

Saturday, April 1st – Regional Solo and Ensemble Festival for select HS students at Benedictine College. Students will prepare solos and small ensembles to play for a judge at the festival. Students receiving a 1 at this festival qualify for State.

Thursday, April 13th – State Large Group Festival at Atchison Middle School, Atchison. Students will prepare and present two works, one that must be selected from a required list, to a set of highly qualified judges in order to receive feedback to help with personal and ensemble growth and musicians and learners.

Saturday, April 22nd – Hiawatha Junior High Large Group and Solo and Ensemble Festival. Junior High band members will prepare large group and solo/ensemble pieces to play for a judge or group of judges. (Mrs. Kerwood)

Saturday, April 29th – State Solo and Ensemble Festival. SE Saline HS, Gypsum. Students who receive a 1 rating with a solo and/or a small ensemble at Regional Festival are eligible to perform at State Festival.

***Student Trips
(continued)***

Friday, May 5th – Remington Nature Center trip for all G1 students. The Remington Nature Center of St. Joseph offers a unique educational experience for groups of all ages. After an hour tour of the center, there will be a program.

Motion by Hoffman, seconded by Kearney, to approve student trip requests as presented. Motion passed 7-0.

***Winter After School
Conditioning Request***

Gentry Linscott has agreed to run a winter conditioning program for any student in grades 7-12 who are not participating in winter sports. The program will run four days per week through the end of February. Program cost is estimated at \$840.

Motion by Hoffman, seconded by Meeks to approve the winter conditioning program recommendation as presented. Motion passed 7-0.

Adjournment

At 8:19pm, Martin moved to adjourn the meeting. Motion seconded by Kearney. Motion passed 7-0.

Megan Gracey, Board Clerk