

UNIFIED SCHOOL DISTRICT #377  
REGULAR MEETING  
JANUARY 8, 2018  
6:30 PM, CENTRAL OFFICE  
EFFINGHAM, KS

***Members Present***

Kelli Bottorff, Barbara Chapman, Nancy Keith, Stephanie Moore, Corey Neill, and Greg Smith

***Members Absent***

Lori Lanter

***Others Present***

Superintendent Dr. Andrew Gaddis, Principal Deanna Scherer, Principal Mandi McMillan, Josh Snyder, Alison Ostertag, and Dennis Schwarzer

***Call to Order***

The meeting was called to order at 6:30 pm by Nancy Keith.

***Approval of Agenda***

**Motion by Chapman, seconded by Smith, to approve the agenda as presented. Motion passed 6-0.**

***Hearing of Audience***

None.

***Elections and Appointments***

**Smith nominated Chapman for Vice-President. Smith moved that nominations cease and Chapman be elected Vice-President. Seconded by Bottorff. Motion passed 6-0.**

Board members were selected for district committees as follows for the remainder of the 2017-2018 school year.

Keystone Learning Services Board Rep .....Barbara Chapman  
Keystone Learning Services Board Alternate .....Nancy Keith  
Insurance Committee (2).....Lori Lanter, Kelli Bottorff  
Negotiations Team (2).....Greg Smith, Corey Neill  
KASB Government Relations (1).....Stephanie Moore  
Classified Salary (2).....Stephanie Moore, Kelli Bottorff  
Centennial Scholarship.....Lori Lanter  
Centennial Scholarship Alternate.....Barb Chapman  
ACCHS Alumni Foundation (2 Year Appt.).....Nancy Keith  
ACCHS Alumni Foundation – alternate.....Greg Smith  
Schools for Quality Education Board Rep.....Corey Neill

**Motion by Neill to approve board member committee assignments and appointments as presented. Seconded by Chapman. Motion passed 6-0.**

***Presentations and Recognitions***

Tony Kramer, CPA of Kramer & Associates CPAs, LLC presented results from the FY2017 audit.

**Approval of Consent  
Agenda**

**Motion by Chapman to approve the consent agenda as presented.  
Seconded by Smith. Motion passed 6-0.**

The consent agenda included the following:

- \*Minutes of the December 11, 2017 meeting
- \*Elementary activity reports for December 2017, Budget Summary of Funds for December 2017, Cash Summary Report for December 2017, bills and claims in the amount of \$235,814.62, and the VISA bill.
- \*Treasurer's report for December 2017
- \*Keystone Correspondences
  - Board of Directors Agenda for 12/13/2017
  - Board of Directors Minutes for 12/13/2017
  - December Newsletter
- \*Non-Resident Student Applications
- \*Correspondences
  - SQE Legislative Report for December 20, 2017
- \*Achieve assessment inventory sub-grant agreement
- \*Personnel recommendations:
  - Gary Love – 2<sup>nd</sup> shift custodian – \$8.50/hour, increase to \$9.00/hour after 60 probationary period
  - Carl "Bud" Chatman – substitute bus driver

**Leadership Reports**

Mrs. Gracey reported that the District will receive a significant tax distribution from the County in late January. We also have KPERS and KSDE audits this month.

Mr. Snyder gave an update to the Board on curriculum, assessments, transportation, and federal programs.

Mrs. McMillan updated the Board on happenings at the Elementary School. Topics included:

- 12 Days of Christmas - \$348.85 donated to the food pantry
- StuCo blood drive will be held this month
- Family Fun Night will be held in early February

Mrs. Scherer spoke on the "State of the School" reports she gave to the JSH students.

Dr. Gaddis reported on the following:

- Superintendent evaluation – walked board members through a new evaluation tool
- Negotiations training video
- KSDE fiscal audit to be held the week of January 22nd
- KESA action plan – emphasis to be placed on using specific professional development days to update curriculum and analyze data
- Budget – copier proposal updates; investigating costs and alternatives for our mats, mop heads, broom heads, uniforms, etc.
- Maintenance updates – ramp at elementary dumpster is complete; JSH door handles have been installed

Ms. Chapman gave a Keystone update.

**KASB Policy Updates**

**Regular Meeting –  
Date Change**

First reading only – no action taken.

A board member has a conflict with having meetings on the 2<sup>nd</sup> Monday of the month. Discussion was held to ascertain if moving meetings for the remainder of the fiscal year to the 2<sup>nd</sup> Wednesday of the month would be feasible.

**Motion by Chapman to move the regular meeting dates to February 14<sup>th</sup>, March 13<sup>th</sup>, April 11<sup>th</sup>, May 9<sup>th</sup>, and June 13<sup>th</sup> for the remainder of the 2018 fiscal year. Seconded by Bottorff. Motion passed 6-0.**

**Executive Session –  
Student Matter**

**Motion by Smith at 7:33pm to go into executive session to discuss student matters pursuant to the exception relating to action adversely or favorably affecting a student under KOMA, and the open meeting will resume in the boardroom at 7:43pm, and to invite Dr. Gaddis and Mrs. Scherer as needed. Motion seconded by Chapman. Motion passed 6-0. (Gaddis and Scherer present)**

The board resumed in open session at 7:43pm.

**Motion by Smith at 7:43pm to go into executive session to discuss student matters pursuant to the exception relating to action adversely or favorably affecting a student under KOMA, and the open meeting will resume in the boardroom at 7:45pm, and to invite Dr. Gaddis and Mrs. Scherer as needed. Motion seconded by Moore. Motion passed 6-0. (Gaddis and Scherer present)**

Mrs. Scherer exited at 7:44pm.

The board resumed in open session at 7:45pm.

**Executive Session –  
Personnel**

**Motion by Chapman at 7:46pm to enter into executive session to discuss non-elected personnel matters pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room at 8:01pm, and to invite Dr. Gaddis, Mrs. Scherer, and Mrs. McMillan as needed. Motion seconded by Smith. Motion passed 6-0.**

7:46pm – Gaddis and Scherer present

7:50pm – Scherer exited and McMillan entered

7:58pm – McMillan exited

8:00pm – Gaddis exited

The board resumed in open session at 8:01pm.

**Motion by Moore at 8:01pm to enter into executive session to discuss non-elected personnel matters pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room at 8:05pm. Motion seconded by Chapman. Motion passed 6-0.**

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

***Adjournment***

At 8:06pm, Chapman moved to adjourn the meeting. Motion seconded by Smith. Motion passed 6-0.

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Megan Gracey, Board Clerk