

**MINUTES  
OF  
LYNDON U.S.D. #421 BOARD OF EDUCATION  
WEDNESDAY – AUGUST 10, 2016 – 7:00 P.M.**

Bob Knoernschild, President, called meeting to order.

**ROLL CALL**

**Members Present:**

Bob Knoernschild  
Dave Brecheisen  
Eric Ratzloff  
Joe Isch

**Others Present:**

Cheryl Cook, Superintendent  
Donnalee Mounkes, Clerk  
Brad Marcotte, LHS Principal  
Jennifer Hamlet, LEMS Principal  
Herald-Chronicle Representative  
Four teachers  
Three patrons  
One student  
McElroy's representative

All members present except Lori Sturdy, Lisa Baker and Melissa Herdman.

**APPROVAL OF AGENDA**

Motion by Eric Ratzloff to proceed under the agenda as presented; seconded by Dave Brecheisen.  
4-0, motion carried.

**PUBLIC HEARING**

A student addressed the board requesting the board to allow her to graduate early so she could attend college second semester.

**2016-2017 BUDGET**

The budget has been published in the Herald-Chronicle and hearing has been scheduled for August 16, 2016, in the District Conference Room, Lyndon High School.

### OUT-OF-DISTRICT STUDENTS REQUEST

Open discussion on the out-of-district students.

7:15 p.m. – Lori Sturdy, board member, came to meeting.

Motion by Eric Ratzloff to accept out-of-district students as presented; seconded by Joe Isch. 5-0, motion carried.

Board President Bob Knoernschild requested to hear 3.6 Water Heater/Expansion Tank Bid Approval agenda item at this time.

### WATER HEATER/EXPANSION TANK BID APPROVAL

Cheryl Cook, Superintendent, presented two bids for the Water Heater/Expansion Tanks for board's consideration. Open discussion held.

Motion by Joe Isch to approve the bid from Conklin Plumbing for \$29,860.00, as follows:

- (2) new AOSmith BTR 500A ASME NG Water Heaters (or comparable)
- (1) new DTL-300 ASME 80 gallon Expansion Tank (or comparable)
- New flue from new heaters to existing flue
- New hot water recirculation pump
- New isolation ball valves on each heater and (2) new thermometers
- Removal (2) existing AOS Smith MG water heaters
- Installation of water heater (2)
- Include the cost of new water piping from new heaters to existing piping

**\*\*Water heaters and Expansion Tank must be ASME (pressure steam) rated**

seconded by Eric Ratzloff. 5-0, motion carried.

### USE OF DISTRICT EMAIL

Cheryl Cook, Superintendent, advised the board to use the district email for any board business. Open discussion held.

### BEFORE SCHOOL PROGRAM

Cheryl Cook, Superintendent, advised the board that a fee of \$40.00 per year and/or \$60.00 per year for 2 or more students to attend the before school program. Hours for Before School Program is 6:45 am to 7:30 am. The program will be open for any K-8 students. Open discussion held.

### AFTER SCHOOL FEES

Cheryl Cook, Superintendent recommended no increase in fees for the 2016-2017 school year. Open discussion held.

Motion by Eric Ratzloff to approve the recommendation for no increase in fees for the 2016-2017 after school program; seconded by Joe Isch. 5-0, motion carried.

### TEACHER (EMPLOYEE) DISCIPLINE PLAN (2<sup>ND</sup> Reading)

Open discussion held.

Motion by Lori Sturdy to approve the teacher (employee) discipline plan as presented; seconded by Brecheisen. 5-0, motion carried.

### TEACHER EVALUATION REVISION – Domain 5: Student Growth

Cheryl Cook, Superintendent, advised the board that a revision of Teacher Evaluation – Domain 5: Student Growth has been changed to Domain 5: Teacher Growth. Open discussion was held.

### INNOCULATION POLICY REVIEW – JGC/JGCB

Cheryl Cook, Superintendent, presented the state statute for Board's review and advised the district needs to be compliance. Open discussion was held.

### TIME CARDS FOR RULE 10 CLASSIFIED SUPPLEMENTALS

Cheryl Cook, Superintendent, informed board members concerning regulations for Time Cards for Rule 10 Classified Supplemental employment agreements. Open discussion was held.

### KASB POLICY UPDATES

Cheryl Cook, Superintendent, presented and reviewed the June 2016 updated KASB policies for board's consideration. Open discussion held.

Motion by Eric Ratzloff to adopt the KASB policies as presented, and to include KGB (Concealed Observations); seconded by Dave Brecheisen. 5-0, motion carried.

## **CONSENT AGENDA**

**District Treasurer's Report  
Activity Fund Treasurer's Report  
Superintendent Report  
LHS Principal Report  
LEMS Principal Report  
Minutes of July 13, 2016  
Donations  
Bills for Payment**

**Open discussion held.**

**Lori Sturdy, board member, requested an executive session for ten (10) minutes relating to a student in the principal's report.**

**Motion by Lori Sturdy to approve the Consent Agenda, which includes Bills for Payment in the amount of \$132,550.23; but not to include the Superintendent's report, LHS Principal's report and the LEMS Principal's report; seconded by Eric Ratzloff. 5-0, motion carried.**

**BREAK – 5 Minutes**

**No Request for Break**

### **MONTHLY REPORTS:**

#### **Professional Development Report –**

**An agenda for August 15, 16 and 17,2016 Professional Development was presented to board members.**

#### **Three Lakes Educational Cooperative Report**

**Eric Ratzloff, district representative, gave an update on Three Lakes Cooperative activities.**

#### **KASB Report**

**Bob Knoernschild, district representative, gave an update on KASB seminars.**

#### **Lyndon Recreation Commission Report**

**Michael Massey gave an update on LRC activities. Open discussion was held.**

**NEGOTIATIONS**

Cheryl Cook, Superintendent, stated the negotiation teams met on August 3, 2016.

**EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO EMPLOYER-EMPLOYEE NEGOTIATIONS WHETHER OR NOT IN CONSULTATION WITH THE REPRESENTATIVE OR REPRESENTATIVES OF THE BODY OF AGENCY**

Motion by Bob Knoernschild to go into executive session for fifteen (15) minutes to discuss matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body of agency; seconded by Eric Ratzloff. 5-0, motion carried.

In session: 8:37 p.m.                      Out of session: 8:52 p.m.

Parties present:                      Board members  
   Cheryl Cook, Superintendent

8:52 p.m. board back in session. No action taken.

**EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO ACTIONS ADVERSELY OR FAVORABLY AFFECTING A PERSON AS A STUDENT, PATIENT OR RESIDENT OF A PUBLIC INSTITUTION, EXCEPT THAT ANY SUCH PERSON SHALL HAVE THE RIGHT TO A PUBLIC HEARING IF REQUESTED BY THAT PERSON**

Motion by Bob Knoernschild to go into executive session for thirty (30) minutes to discuss matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by that person; seconded by Lori Sturdy. 5-0, motion carried.

In session 8:55 p.m.                      Out of session: 9:25 p.m.

Parties present:                      Board members  
   Cheryl Cook, Superintendent  
   Brad Marcotte, LHS Principal  
   Jennifer Hamlet, LEMS Principal

9: 25 p.m. – board back in session. No action taken.

**EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS OF NON-ELECTED PERSONNEL TO PROTECT THE PRIVACY INTERESTS OF AN IDENTIFIABLE INDIVIDUAL**

Motion by Bob Knoernschild to go into executive session for fifteen (15) minutes to discuss personnel matters of non-elected personnel to protect the privacy interests of an identifiable individual; Seconded by Eric Ratzloff. 5-0, motion carried.

In Session: 9:26 p.m.

Out of session: 9:41 p.m.

Parties Present:

Board members

Cheryl Cook, Superintendent

Brad Marcotte, LHS Principal

Jennifer Hamlet, LEMS Principal

9:41 p.m. – board back in regular session. No action taken.

## PERSONNEL

### Resignations:

**BILL PATTERSON – LHS Journalism**

Motion by Lori Sturdy to accept letter of resignation from Bill Patterson as LHS Journalism; seconded by Eric Ratzloff. 5-0, motion carried.

**RAYLENE BRECHEISEN – Food Service Employee**

Motion by Lori Sturdy to accept letter of resignation from Raylene Brecheisen as Food Service Employee; seconded by Eric Ratzloff. 5-0, motion carried.

### Employment:

**KRISTI MARKHAM – School Nurse –**

Motion by Lori Sturdy to authorize Kristi Markham, School Nurse, to spend one additional day per week in our district for the 2016-2017 school year, after approval from Three Lakes Educational Cooperative, seconded by Eric Ratzloff. 5-0, motion carried.

**STEPHANIE RAMEY – Food Service Employee**

Motion by Lori Sturdy to offer contract to Stephanie Ramey as a three hour employee (dishwasher) at \$8.25 per hour for 165 days; seconded by Eric Ratzloff. 5-0, motion carried.

**JULIE NELSON – Before School Program**

Motion by Lori Sturdy to offer a supplemental contract to Julie Nelson to supervise the Before School Program, from 6:45 am to 7:30 am, for 165 days at a daily rate of \$10.00; seconded by Eric Ratzloff. 5-0, motion carried.

**DAN DEHN – School Bus Driver**

**Motion by Lori Sturdy to offer a contract to Dan Dehn, as School Bus Driver, at an annual salary of \$8893.50, provided he receives his S endorsement on his CDL license; seconded by Dave Brecheisen. 5-0, motion carried.**

**Michael Beying – Yearbook Sponsor**

**Motion by Lori Sturdy to offer supplemental contract to Michael Beying, as LHS Yearbook Sponsor, with salary in accordance with the 2016-2017 Negotiated Agreement; seconded by Joe Isch. 5-0, motion carried.**

**APPOINTMENTS - None**

**OTHER ACTIONS – None**

**ADJOURNMENT**

**Time: 9:48 p.m.**

**Motion by Dave Brecheisen to adjourn meeting; seconded by Eric Ratzloff. 5-0, motion carried. Meeting adjourned.**

**Dated:**

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**Donnalee Mounkes, Clerk**