

B.O.E. Special & Regular Meeting Minutes

July 9, 2018

The Board of Education of Pratt Unified School District 382 met in special session with the Board of Regents and Administrators of Pratt Community College in the Riney Student Center on the PCC Campus. President Bill Bergner called the meeting to order at 6:00 p.m.

SPECIAL
SESSION

Chris Drake
Mark Fincham
Donna Hoener-Queal - absent
Jennifer Hopkins
Brian Schrag
Bill Skaggs

MEMBERS
PRESENT

Administration present:
Suzan Patton, Superintendent
David Schmidt, Assistant Superintendent of Curriculum
Steve Blankenship, Pratt High School Principal/Assistant Superintendent of CTE

OTHERS
ATTENDING

PCC Trustees and Administrators

Jeff Shumway, Chair
Kim DeClue
Dwane DeWeese
Michele Hamm
Mike Koler
Stan Reimer
Darrell Shumway

Dr. Mike Calvert, PCC President
Kent Adams, VP of Finance and Operations
Dr. Michael Fitzpatrick, VP of Instruction
Lisa Perez-Miller, VP Students/Enrollment Management
Jenny Mueller, Interim Athletic Director
Donna Meier-Pfeifer, Administrative Assistant

Suzan Patton and Dr. Calvert each gave updates on programs, facilities, funding, budgets and safety at USD 382 and PCC. Discussion was held on the track and field complex at Green Sports Complex.

The board recessed at 6:45 p.m.

The board reconvened at 7:00 p.m. in room 203 in the Administrative Center at 401 S. Hamilton. President Bill Bergner presided.

REGULAR
SESSION

Chris Drake
Mark Fincham
Donna Hoener-Queal - absent
Jennifer Hopkins
Brian Schrag
Bill Skaggs

MEMBERS
PRESENT

Administration present:
Suzan Patton, Superintendent
David Schmidt, Assistant Superintendent of Curriculum
Steve Blankenship, Pratt High School Principal/Assistant Superintendent of CTE
David Swank, Activities Director
Tony Helfrich, Liberty Middle School Principal/Assistant Superintendent of Personnel
Kirsten Blankenship, Southwest Elementary Assistant Principal
David Inslee, Maintenance Director

OTHERS
ATTENDING

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News Media:
Jennifer Stultz, The Pratt Tribune

Guests:

GUESTS

In accordance with KSA 78-8202(a), Board of Education officers are elected during the regular meeting in July of each fiscal year.

MOTION
BILL BERGNER
ELECTED
PRESIDENT

Chris Drake nominated Bill Bergner for president. Jennifer Hopkins seconded. Bill Bergner was elected president 4-1.

Bill Skaggs nominated Donna Hoener-Queal for vice-president. Brian Schrag seconded. Donna Hoener-Queal was elected Vice-President 6-0.

MOTION
DONNA QUEAL
ELECTED
V-PRESIDENT

Bill Skaggs moved and Chris Drake seconded to appoint Linda Kumberg as board clerk and Sheila Lunsford as board treasurer. Action 6-0.

MOTION
APPOINT
CLERK & TREAS

Brian Schrag moved and Bill Skaggs seconded to appoint Socorro Acosta as deputy board clerk. Action 6-0.

MOTION
APPOINT
DEPUTY
CLERK

In compliance with KSA 72-8205, the official meeting dates and times were established per Resolution 18/19-1 (as attached to the official minutes) by a motion from Mark Fincham and second by Jennifer Hopkins. Action 6-0. The resolution calls for at least one meeting per month to be held on the second Monday at 7:00 p.m. in room 203 in the Administrative Center for Excellence at 401 S. Hamilton.

MOTION
MEETING
DATE/TIME

Amend Agenda: Item XI: f – amended to read - Approval of food service changes.

AMEND
AGENDA

Brian Schrag moved to approve the agenda as amended. Bill Skaggs seconded. Action 6-0.

MOTION
APP AGENDA

Mark Fincham moved and Bill Skaggs seconded to approve the minutes of the June 11, 2018 regular meeting, June 18, 2018 and June 29, 2018 special meetings. Action 6-0.

MOTION
APPROVE
MINUTES

Bill Skaggs moved and Jennifer Hopkins seconded to approve the payment of bills, treasurer and financial reports. Action 6-0.

MOTION
APPROVE
FINAN. RPTS.

Chris Drake reported on the SCKSEC regular meeting on June 18, 2018 and on the public hearing held on June 25, 2018 regarding the closing of the Sharon Day School. Suzan Patton reported on the increase in SPED assessments.

REPORTS
SCKSEC

Suzan Patton reported on the Supreme Court’s decision on school funding.

GOVERNMENTAL
RELATIONS

David Schmidt reported on;

CURRICULUM

1. the AmeriCorp Grant;
2. the Professional Development Plan;
3. One Stop Enrollment to be held August 1st and 2nd;
4. the substitute teacher workshop on August 3rd.

David Inslee gave the board an update on facilities and summer projects.

FACILITIES

During the Superintendent’s Report Suzan Patton:

1. reported on utility costs for Southwest and a follow up from Scott Strom;
2. reviewed the ending year fund balances;
3. reported on water damage and insurance claim from faucet left on in a classroom on second floor;
4. discussed the need for the board to develop a strategic plan and the options for updating board policies;
5. reported on plans for the PHS Library.

SUPT.

KSA 9-1401 provides that any state or national bank located in a county or counties in which a municipality is located, shall be designated as the official depository in the minutes of the sub-division.

Mark Fincham moved and Bill Skaggs seconded to approve the official depositories as listed. Action 6-0.

MOTION
DESIGNATE
OFFICIAL
DEPOSITORIES

First National Bank in Pratt:	General & All Revolving Funds LMS & SW Activity Bond & Interest
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The Peoples Bank in Pratt:	PHS Activity Pratt Elementary Memorial McCaslin Savings & CD Payroll Account
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Bill Skaggs moved and Brian Schrag seconded to approve The Pratt Tribune as the official publication for general circulation. Action6 -0.

MOTION
DESIGNATE
OFFICIAL
NEWSPAPER

Bill Skaggs moved and Brian Schrag seconded to approve the following appointments: Action 6-0.

MOTION
APPT.'S

Heather Van Slyke	Authorized Food Service Representative
Suzan Patton	Hearing Official - Free/Reduced Price Meals
David Schmidt or designee	Hearing Official - Suspensions & Expulsions
Donna Whiteman and KASB legal team	School Attorneys
Socorro Acosta	District KPERs agent
Building Principals	Reporting Authorities for cases of truancy
Suzan Patton	Freedom of Information Officer
David Schmidt	Title VI, VII, IX and 504(ADA) Coordinator
Suzan Patton	Homeless Coordinator

Brian Schrag moved and Bill Skaggs seconded to appoint Chris Drake as the board’s representative to South Central Kansas Special Education Coop. Action 6-0

MOTION
APPOINT
SCKSEC REP

Brian Schrag moved and Chris Drake seconded to appoint Donna Hoener-Queal as the governmental relations representative. Action 6-0.

MOTION
APPOINT
GOVT’L REL
REP.

Mark Fincham moved and Jennifer Hopkins seconded to approve the mileage rate for reimbursements at a rate consistent with the state mileage rate of .54½¢ per mile, (per KSA 75-3203) and to approve resolutions establishing and setting limits to petty cash and activity funds as listed. Action 6-0

MOTION
ESTABLISH
MILEAGE RATE/
PETTY CASH
AND ACTIVITY
FUND
RESOLUTIONS

		Resolution #'s
Southwest Elementary School	\$ 500.00	18/19-2 & 10
Liberty Middle School Instructional	\$ 500.00	18/19-3

petty cash limits, cont'd

Liberty Middle School Activity	\$1,500.00	18/19-6 & 11
Pratt High School Instructional	\$ 500.00	18/19-4
Pratt High School Activity	\$1,500.00	18/19-7 & 12
U.S.D. 382 Central Office	\$1,500.00	18/19-5

Bill Skaggs moved and Chris Drake seconded to adopt resolutions 18/19-8, 9, 13, 14, the guidelines for early payment of bills and the 1116 hour calendar. Action 6-0.

Resolution 18/19-8	GAAP Waiver
Resolution 18/19-9	Record Destruction Guidelines
DJEJ Policy	Guidelines for Early Payment of Bills
Per KSA 72-1106 -	1116 hour Calendar
Resolution 18/19-13	BOE Policies
Resolution 18/19-14	Home Rule Policy

MOTION
ADOPT
RESOLUTIONS
8, 9, 13, 14 and
GUIDELINES
FOR RECORDS
DESTRUCTION
AND EARLY
PAYMENT OF
BILLS

Chris Drake moved and Mark Fincham seconded to approve membership in ESSDACK. Action 6-0.

MOTION
APPROVE
ESSDACK
MEMBERSHIP

Mark Fincham moved and Bill Skaggs seconded to approve USD 382 participation in Federal and Title programs. Action 6-0.

MOTION
APPROVE
PARTICIPATION
IN FEDERAL &
TITLE PROGRAMS

Bill Skaggs moved and Chris Drake seconded to approve a 3.5% increase for classified salaries. Action 6-0.

MOTION
APPROVE
3.5% INCREASE -
CLASSIFIED
SALARIES

Chris Drake moved and Mark Fincham seconded to approve the District Professional Development Plan. Action 6-0.

MOTION
APPROVE PROF
DEVELOPMENT
PLAN

Mark Fincham moved and Chris Drake seconded to increase the price for adult breakfast and lunch by .10¢, increase the price of milk by .05¢, and approve the ala carte prices as listed. Action 6-0.

MOTION
APPROVE
ALA CARTE
PRICES &
INCREASE IN
PRICE FOR
ADULT MEALS,
AND MILK

Bill Bergner moved that the board and superintendent recess into executive session to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:45 p.m. in the board room. Chris Drake seconded. Action 6-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:45 P.M

Bill Bergner moved that the board and superintendent recess into executive session to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:50 p.m. in the board room. Mark Fincham seconded. Action 6-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:50 P.M

Bill Bergner moved that the board, superintendent, assistant superintendents and David Swank recess into executive session to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 9:00 p.m. in the board room. Brian Schrag seconded. Action 6-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 9:00 P.M

Chris Drake moved and Mark Fincham seconded to approve the personnel as listed Action 6-0.

MOTION
APPROVE
PERSONNEL

Brittney Donnenwerth	LMS Asst. Volleyball Coach	New Hire
Noah Smucker	LMS Asst. Track Coach	New Hire

Chris Drake moved and Jennifer Hopkins seconded to approve a 2% salary increase for all administrators. Action 6-0

MOTION
APPROVE
INCREASES
FOR ADMIN
SALARIES

Bill Bergner moved that the board, superintendent and assistant superintendents recess into executive session to discuss employer-employee negotiations pursuant to the negotiations exception under KOMA and that open meeting shall resume at 9:10 p.m. in the board room. Mark Fincham seconded. Action 6-0.

MOTION
EXECUTIVE
SESSION -
NEGOTIATIONS

OPEN MEETING: 9:10 P.M.

Bill Bergner moved that the board, superintendent and assistant superintendents recess into executive session to discuss employer-employee negotiations pursuant to the negotiations exception under KOMA and that open meeting shall resume at 9:15 p.m. in the board room. Brian Schrag seconded. Action 6-0.

MOTION
EXECUTIVE
SESSION -
NEGOTIATIONS

OPEN MEETING: 9:15 P.M.

Suzan invited board members to attend the Back-to-School Breakfast and District Inservice at LMS on Friday, August 10th at 8:00 a.m.

Chris Drake moved for adjournment at 9:21 p.m. Bill Skaggs seconded. Action 6-0.

MOTION
ADJOURN

Clerk, Board of Education #382