

B.O.E. Regular Meeting Minutes

July 8, 2019

The Board of Education of Pratt Unified School District 382 met in regular session on Monday, July 8 2019 in room 203 in the Administrative Center at 401 S. Hamilton. President Bill Bergner called the meeting to order at 7:00 p.m.

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

Administration present:
Tony Helfrich, Superintendent
David Swank, Pratt High School Activities Director/Asst. Principal
Ron Hill, Liberty Middle School Activities Director

News Media:
Kahrie Stegman, The Pratt Tribune

Guests:

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

Mark Fincham moved and Brian Schrag seconded to extend the offices of the President and Vice-President until January 2020. Action 5-0.

Mark Fincham moved and Jennifer Hopkins seconded to appoint Linda Kumberg as board clerk and Sheila Lunsford as board treasurer. Action 5-0.

Mark Fincham moved and Jennifer Hopkins seconded to appoint Socorro Acosta as deputy board clerk. Action 5-0.

In compliance with KSA 72-8205, the official meeting dates and times were established per Resolution 19/20-1 (as attached to the official minutes) by a motion from Jennifer Hopkins and second by Bill Skaggs. Action 5-0. 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.

Mark Fincham moved to approve the agenda as presented. Bill Skaggs seconded. Action 5-0.

Brian Schrag moved and Bill Skaggs seconded to approve the minutes of the June 10, 2019 regular meeting. Action 5-0.

Jennifer Hopkins moved and Mark Fincham seconded to approve the payment of bills, treasurer and financial reports. Action 5-0.

Discussion was held on the supreme court’s decision on school finance.

SPECIAL
SESSION

MEMBERS
PRESENT

OTHERS
ATTENDING

OTHERS
ATTENDING

GUESTS

MOTION
EXTEND
OFFICERS

MOTION
APPOINT
CLERK & TREAS

MOTION
APPOINT
DEPUTY
CLERK

MOTION
MEETING
DATE/TIME

MOTION
APP AGENDA

MOTION
APPROVE
MINUTES

MOTION
APPROVE
FINAN. RPTS.

REPORTS
GOVERNMENTAL
RELATIONS

In David Inslee’s absence, Tony Helfrich reported on facilities projects including SafeDefend, lighting and sound in LMS Auditorium, carpeting at Southwest and Liberty, boiler inspections, and re-painting of the parking lots.

FACILITIES

During the superintendent’s report Tony Helfrich reported:

SUPT.

1. on the findings of his research into establishing an FFA program;
2. on the new bus scheduled for delivery on Thursday, and;
3. work on the 2020 budget will begin when the software is released on Wednesday.

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.

Bill Skaggs moved and Jennifer Hopkins seconded to approve the official depositories as listed. Action 5-0.

MOTION
DESIGNATE
OFFICIAL
DEPOSITORIES

Legacy 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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First State Bank in Pratt:	Invested Funds
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Mark Fincham moved and Bill Skaggs seconded to approve The Pratt Tribune as the official publication for general circulation. Action 5 -0.

MOTION
DESIGNATE
OFFICIAL
NEWSPAPER

Brian Schrag moved and Jennifer Hopkins seconded to approve the following appointments: Action 5-0.

MOTION
APPT.'S

Heather Van Slyke	Authorized Food Service Representative
Tony Helfrich	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
Tony Helfrich	Freedom of Information Officer
David Schmidt or designee	Title VI, VII, IX and 504(ADA) Coordinator
Tony Helfrich	Homeless Coordinator

Brian Schrag moved and Mark Fincham seconded to appoint Chris Drake as the board’s representative to South Central Kansas Special Education Coop. Action 5-0

MOTION
APPOINT
SCKSEC REP

Brian Schrag moved and Bill Skaggs seconded to appoint Mark Fincham as the governmental relations representative. Action 5-0.

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 .58¢ per mile, (per KSA 75-3203) and to approve resolutions establishing and setting limits to petty cash and activity funds as listed. Action 5-0

MOTION
ESTABLISH
MILEAGE RATE/
PETTY CASH

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petty cash limits, cont'd

		Resolution #'s	
Southwest Elementary School	\$ 500.00	19/20-2 & 10	
Liberty Middle School Instructional	\$ 500.00	19/20-3	
Liberty Middle School Activity	\$1,500.00	19/20-6 & 11	
Pratt High School Instructional	\$ 500.00	19/20-4	
Pratt High School Activity	\$1,500.00	19/20-7 & 12	
U.S.D. 382 Central Office	\$1,500.00	19/20-5	

AND ACTIVITY
FUND
RESOLUTIONS

Brian Schrag moved and Mark Fincham seconded to adopt resolutions 19/20-8, 9, 13, 14, the guidelines for early payment of bills and the 1116 hour calendar. Action 5-0.

Resolution 19/20-8	GAAP Waiver
Resolution 19/20-9	Record Destruction Guidelines
DJEJ Policy	Guidelines for Early Payment of Bills
Per KSA 72-1106 -	1116 hour Calendar
Resolution 19/20-13	BOE Policies
Resolution 19/20-14	Home Rule Policy

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

Bill Bergner moved that the board and superintendent recess into executive session at 7:47 p.m. to discuss employer-employee negotiations pursuant exception under KOMA and that open meeting shall resume at 7:52 p.m. in the board room. Mark Fincham seconded. Action 5-0.

MOTION
EXECUTIVE
SESSION -
NEGOTIATIONS

OPEN MEETING: 7:52 P.M

Jennifer Hopkins moved and Mark Fincham seconded to approve the 2019-20 Negotiated Agreement. Action 5-0.

MOTION
APPROVE
19/20
NEGOTIATED
AGREEMENT

Bill Bergner moved that the board and superintendent recess into executive session at 7:56 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:01 p.m. in the board room. Bill Skaggs seconded. Action 5-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:01 P.M

Bill Bergner moved that the board and superintendent recess into executive session at 8:01 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:06 p.m. in the board room. Mark Fincham seconded. Action 5-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:06 P.M

Bill Bergner moved that the board and superintendent recess into executive session at 8:06 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:11 p.m. in the board room. Mark Fincham seconded. Action 5-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:11 P.M

Mark Fincham moved and Bill Skaggs seconded to approve membership in ESSDACK. Action 5-0.

MOTION
APPROVE
ESSDACK
MEMBERSHIP

Bill Skaggs moved and Jennifer Hopkins seconded to approve USD 382 participation in

MOTION

Federal and Title programs. Action 5-0.

APPROVE
PARTICIPATION
IN FEDERAL &
TITLE PROGRAMS

Mark Fincham moved and Bill Skaggs seconded to approve a 5% increase for all classified employees. Action 5-0.

MOTION
APPROVE
5% INCREASE -
CLASSIFIED
SALARIES

Bill Skaggs moved and Jennifer Hopkins seconded to approve listed salary increases for administrators. Action 5-0.

MOTION
APPROVE
ADMIN SALARY
INCREASES

Bill Bergner moved that the board and superintendent recess into executive session at 8:15 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:20 p.m. in the board room. Mark Fincham seconded. Action 5-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:20 P.M

Mark Fincham moved and Jennifer Hopkins seconded to approve the personnel as listed Action 5-0.

MOTION
APPROVE
PERSONNEL

Rayna Bolen	PHS Art	New Hire
Michelle Popovich	PHS Archery Sponsor	Additional Assignment
Brandon Wade	PHS E-Sports Sponsor	Additional Assignment
Tim Rector	PHS USA Skills Sponsor	Additional Assignment
Kerry Thieme	Co-Pep Club Sponsor	Retirement
Kerry Thieme	Asst. Major Musical	Retirement
Rayna Bolen	Co-Pep Club Sponsor	New Hire
Clay Wilson	Co-Musical Assistant	New Hire
Paul Shanline	Co-Musical Assistant	New Hire
Anthony Brown	LMS Robotics	Additional Assignment
Kim Helfrich	SW Title I Lead Para	Position change
Diana Hankins	Substitute Bus Driver	New Hire
Jennifer Wahrman	Frog Shop Sponsor	Additional Assignment

Jennifer Hopkins moved and Mark Fincham seconded to approve sponsors and coaches for 2019-20 as listed. Action 5-0.

MOTION
APPROVE
COACHES &
SPONSORS

Tony invited board members to attend the Back-to-School Breakfast and District Inservice at LMS on Friday, August 9th at 8:00 a.m.

Brian Schrag moved for adjournment at 8:27 p.m. Bill Skaggs seconded. Action 5-0.

MOTION
ADJOURN

Clerk, Board of Education #382