

B.O.E. Regular Meeting Minutes

July 10, 2017

The Board of Education of Pratt Unified School District 382 met in regular session on Monday, July 10, 2017. The meeting was called to order at 7:00 p.m. at Southwest Elementary School. Following a tour of the construction project a recess was called and the board reconvened at 7:40 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
Jennifer Hopkins
Brian Schrag
Bill Skaggs

MEMBERS
PRESENT

Administration present:
Suzan Patton, Superintendent
David Schmidt, Assistant Superintendent of Curriculum
David Swank, Activities Director/PHS Asst. Principal

OTHERS
ATTENDING

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.

Chris Drake nominated Bill Bergner for president. Brian Schrag seconded. Bill Bergner was elected president 6-0.

MOTION
BILL BERGNER
ELECTED
PRESIDENT

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

MOTION
BRIAN SCHRAG
ELECTED
V-PRESIDENT

Chris Drake moved and Brian Schrag seconded to appoint Linda Kumberg as board clerk and Diana Albers as board treasurer. Action 7-0.

MOTION
APPOINT
CLERK & TREAS

Brian Schrag moved and Donna Hoener-Queal seconded to appoint Socorro Acosta as deputy board clerk. Action 7-0.

MOTION
APPOINT
DEPUTY
CLERK

In compliance with KSA 72-8205, the official meeting dates and times were established per Resolution 17/18-1 (as attached to the official minutes) by a motion from Chris Drake and second by Brian Schrag. Action 7-0. 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: XI) New Business – an Executive Session for Personnel was added as item c before the approval of classified staff salary increases and classified staff handbook changes; Approval for the negotiated contract was added after XIV Executive Session – Negotiations; and XI) Asher Riner and Katie Prieto were added to the list of personnel changes.

AMEND
AGENDA

Mark Fincham moved to approve the agenda as amended. Bill Skaggs seconded. Action 7-0.

MOTION
APP AGENDA

B.O.E. Regular Meeting Minutes

July 10, 2017

Bill Skaggs moved and Donna Hoener-Queal seconded to approve the minutes of the June 12, 2017 regular meeting. Action 7-0.

MOTION
APPROVE
MINUTES

Bill Skaggs moved and Jennifer Hopkins seconded to approve the payment of bills, treasurer and financial reports. Action 7-0.

MOTION
APPROVE
FINAN. RPTS.

Chris Drake reported on the SCKSEC meeting on June 19, 2017.

REPORTS
SCKSEC

David Schmidt's reported on;

- 1. summer curriculum work;
- 2. the safety and wellness committee and emergency operations plan and;
- 3. activities planned for PHS GO Day on September 13th.

CURRICULUM

During the Superintendent's Report Suzan Patton reported:

- 1. the district was randomly selected for a transportation audit;
- 2. the outcome of the exit interviews with departing staff;
- 3. and shared a comparison report on the district technology in 2010 and 2017;
- 4. on the status of the LMS lighting project;
- 5. on the status of the demolition of the press box and the hiring of temporary help to paint the bleacher frames;
- 6. on the Interlocal Agreement with the Pratt Public Library;
- 7. an increase in participation in the summer lunch program;
- 8. a discrepancy in funds received from SCKESC for The Learning Center

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.

Bill Skaggs moved and Donna Hoener-Queal seconded to approve the official depositories as listed. Action 7 -0.

MOTION
DESIGNATE
OFFICIAL
DEPOSITORIES

| | |
|-------------------------------|---|
| First National Bank in Pratt: | General & All Revolving Funds LMS & SW Activity Bond & Interest |
|-------------------------------|---|

| | |
|----------------------------|---|
| The Peoples Bank in Pratt: | PHS Activity Pratt Elementary Memorial McCaslin Savings & CD Payroll Account |
|----------------------------|---|

Bill Skaggs moved and Chris Drake seconded to approve The Pratt Tribune as the official publication for general circulation. Action 7-0.

MOTION
DESIGNATE
OFFICIAL
NEWSPAPER

Bill Skaggs moved and Brian Schrag seconded to approve the following appointments: Action 7-0.

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 |

Appointments, cont'd

| | |
|--------------|--------------------------|
| Suzan Patton | Asbestos Program Manager |
|--------------|--------------------------|

| | |
|---------------------|--|
| 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 |

Mark Fincham moved and Brian Schrag seconded to appoint Chris Drake as the board’s representative to South Central Kansas Special Education Coop. Action 7-0

MOTION
APPOINT
SCKSEC REP

Mark Fincham moved and Brian Schrag seconded to appoint Donna Hoener-Queal as the governmental relations representative. Action 7-0.

MOTION
APPOINT
GOVT'L REL
REP.

Donna Hoener-Queal moved and Bill Skaggs seconded to approve the mileage rate for reimbursements at a rate consistent with the state mileage rate of .53½¢ per mile, (per KSA 75-3203) and to approve resolutions establishing and setting limits to petty cash and activity funds as listed. Action 7-0

MOTION
ESTABLISH
MILEAGE RATE/
PETTY CASH
AND ACTIVITY
FUND
RESOLUTIONS

| | | Resolution #'s |
|-------------------------------------|------------|----------------|
| Southwest Elementary School | \$ 500.00 | 17/18-2 & 10 |
| Liberty Middle School Instructional | \$ 500.00 | 17/18-3 |
| Liberty Middle School Activity | \$1,500.00 | 17/18-6 & 11 |
| Pratt High School Instructional | \$ 500.00 | 17/18-4 |
| Pratt High School Activity | \$1,500.00 | 17/18-7 & 12 |
| U.S.D. 382 Central Office | \$1,500.00 | 17/18-5 |

Bill Skaggs moved and Jennifer Hopkins seconded to adopt resolutions 17/17-8, 9, 13, 14, the guidelines for early payment of bills and the 1116 hour calendar.

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

| | |
|---------------------|---------------------------------------|
| Resolution 17/18-8 | GAAP Waiver |
| Resolution 17/18-9 | Record Destruction Guidelines |
| DJEJ Policy | Guidelines for Early Payment of Bills |
| Per KSA 72-1106 - | 1116 hour Calendar |
| Resolution 17/18-13 | BOE Policies |
| Resolution 17/18-14 | Home Rule Policy |

Donna Hoener-Queal moved and Mark Fincham seconded to approve membership in ESSDACK. Action 7-0.

MOTION
APPROVE
ESSDACK
MEMBERSHIP

Chris Drake moved and Bill Skaggs seconded to approve USD 382 participation in Federal and Title programs. Action 7-0.

MOTION
APPROVE
PARTICIPATION
IN FEDERAL &
TITLE PROGRAMS

Bill Bergner moved and Mark Fincham seconded to go into executive session from 8:30 p.m. – 8:50 p.m. for the purpose of personnel matters of non-elected personnel with the board and superintendent present. Action 7-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:50 P.M.

Bill Bergner moved and Bill Skaggs seconded to go into executive session from 8:50 p.m. – 9:00 p.m. for the purpose of personnel matters of non-elected personnel

MOTION
EXECUTIVE

with only the board present. Action 7-0.

OPEN MEETING: 9:00 P.M

Bill Bergner moved and Bill Skaggs seconded to go into executive session from 9:01 p.m. – 9:06 p.m. for the purpose of personnel matters of non-elected personnel with the board and superintendent present. Action 7-0.

OPEN MEETING: 9:06 P.M

Chris Drake moved and Donna Hoener-Queal seconded to approve a 4% increase for classified salaries and increases as listed for custodians and food service. Action 7-0.

Mark Fincham moved and Chris Drake seconded to approve administrative salaries as listed. Action 7-0.

Bill Skaggs moved and Donna Hoener-Queal seconded to approve changes to the classified staff handbook as presented. Action 7-0.

Mark Fincham moved and Bill Skaggs seconded to approve the personnel as listed Action 7-0.

| | | |
|-----------------|----------------------------------|-------------|
| Ron Hill | LMS Football | Resignation |
| Randy Lemon | LMS Football | New Hire |
| Katty Borrer | Transportation | Resignation |
| Miranda Fleming | Beyond the Bell | Resignation |
| Shari Norman | LMS Volleyball | Resignation |
| Bayleigh Walker | Summer Temp Work | New Hire |
| Carol Schmidt | Summer Temp Work | New Hire |
| Max Rickard | Summer Temp Work | New Hire |
| Heather Adigun | 9 th Grade Volleyball | Resignation |
| Lori Myers | 9 th Grade Volleyball | New Hire |
| Asher Riner | Summer Temp Work | New Hire |
| Katy Prieto | Summer Temp Work | New Hire |

Mark Fincham moved and Donna Hoener-Queal seconded to approve the items for the 2017-18 negotiated contract. Action 7-0.

Bill Skaggs moved for adjournment at 9:20 p.m. Mark Fincham seconded. Action 7-0.

SESSION -
PERSONNEL

MOTION
EXECUTIVE
SESSION -
PERSONNEL

MOTION
APPROVE
4% INCREASE -
CLASSIFIED
SALARIES

MOTION
APPROVE
INCREASES
FOR ADMIN
SALARIES

MOTION
APPROVE
CHANGES TO
CLASSIFIED
HANDBOOK

MOTION
APPROVE
PERSONNEL
CHANGES

MOTION
APPROVE
17-18
NEGOTIATED
AGREEMENT
ITEMS

MOTION
ADJOURN