

The Board of Education of Pratt Unified School District 382 met in regular session on Thursday, July 14, 2022 in room 203 in the Administrative Center at 401 S. Hamilton. President Bill Bergner called the meeting to order at 7:00 p.m.

Jeremy Demuth
Chris Drake
Michelle Ferbert
Tim Barker
Jennifer Hopkins: Arrived at 7:10
Donna Hoener-Queal: Absent

Administration present:

Tony Helfrich, Superintendent of Schools
David Schmidt, Assistant Superintendent/Curriculum Director
Steve Blankenship, Pratt High School Principal/Assistant Supt. of CTE
David Swank, Pratt High School Activities Director/Assistant Principal
David Inslee, District Maintenance Director

News Media:

Guests:

Jeremy Demuth moved and Michelle Ferbert seconded to appoint Beth Shelden as board clerk and Sheila Lunsford as board treasurer. **Action 5-0.**

Michelle Ferbert moved and Jeremy Demuth 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 22/23-1 (as attached to the official minutes) by a motion from Chris Drake and seconded by Jeremy Demuth. **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.

Chris Drake moved Jeremy Demuth seconded to amend the agenda to add Oakley Stephens to the agenda as Pre-school Para to the personnel updates. **Action 5-0**

Michelle Ferbert moved and Chris Drake seconded to approve the minutes of the June 13, 2022 regular meeting. **Action 5-0.**

Jeremy Demuth moved and Chris Drake seconded to approve the payment of bills, treasurer and financial reports. **Action 5-0.**

Chris Drake reported meeting held on 6/20/22 at SCKSEC

Michelle Ferbert discussed ----KSDE to help substitute teachers by relaxing requirements.

David Inslee discussed various maintenance projects reporting on elevator repairs at the Pedigo, communication issues with the WEST system at Southwest, repair of the hot

REGULAR SESSION

MEMBERS PRESENT

OTHERS ATTENDING

GUESTS

MOTION
APPOINT CLERK & TREAS

MOTION
APPOINT DEPUTY CLERK

MOTION
MEETING DATE/TIME

MOTION
AMEND/ APPROVE AGENDA

MOTION
APPROVE MINUTES

MOTION
APPROVE FINAN. RPTS.

REPORTS
SCKSEC

GOVT'L REL

FACILITIES

water pump at PHS, fire inspection dates, welding shop improvements, and starting on the gym floors next week. David Inslee also reported that his summer staff has done an amazing job this summer, working hard to make up for staff shortage.

David Schmidt reported on several topics.

CURRICULUM.

1. Emergency Operations
2. PREK Handbook
3. District Professional Development Plan
4. ELA adoption will continue into early Fall with recommendations in early spring
5. Middle School Science is looking for Curricular materials for potential adoption in spring on 2023.
6. KDHEN Testing Grant
7. One Stop Enrollment
8. USD/SCKSEC combined workshop

During the superintendent's report Tony Helfrich:

SUPT.

1. Discussed the 22/23 budget process and timeline
2. Reviewed the Revenue Neutral Rate, LOB rate & overall mill rates, and;
3. reported on the plan to update staff and patrons on long term planning.

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.

Chris Drake moved and Jeremy Demuth seconded to designate the official depositories as listed. **Action 6-0.**

MOTION
DEPOSITORIES
DESIGNATE
OFFICIAL

Legacy Bank in Pratt:	General & All Revolving Funds LMS & Southwest Activity Bond & Interest
The Peoples Bank in Pratt:	PHS Activity Pratt Elementary Memorial McCaslin Savings & CD Payroll Account
First State Bank in Pratt:	Invested Funds

Jennifer Hopkins moved and Michelle Ferbert seconded to approve The Pratt Tribune as the official publication for general circulation. **Action 6-0.**

MOTION
DESIGNATE
OFFICIAL
NEWSPAPER

Chris Drake moved and Jeremy Demuth seconded to approve the following appointments: **Action 6-0.**

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
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	Title IX decision maker
Kirsten Blankenship	Title IX investigator
David Schmidt	Homeless Coordinator

Jeremy Demuth moved and Michelle Ferbert seconded to appoint Chris Drake as the board's representative to South Central Kansas Special Education Coop. **Action 6-0.**

MOTION
APPOINT
SCKSEC REP

Chris Drake moved and Jeremy Demuth seconded to appoint Michelle Ferbert as the governmental relations representative. **Action 6-0.**

MOTION
APPOINT
GOVT'L REL
REP

Chris Drake moved and Michele Ferbert seconded to approve the mileage rate for reimbursements at a rate consistent with the state mileage rate of 0.585¢ 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	22/23-2 & 10
Liberty Middle School Instructional	\$ 500.00	22/23-3
Liberty Middle School Activity	\$1,500.00	22/23-6 & 11
Pratt High School Instructional	\$ 500.00	22/23-4
Pratt High School Activity	\$1,500.00	22/23-7 & 12
U.S.D. 382 Central Office	\$1,500.00	22/23-5

Jeremy Demuth moved and Chris Drake seconded to approve the fiscal year adoptions as listed. **Action 6-0.**

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

Resolution 222/23-8	GAAP Waiver
Resolution 22/23-9	Record Destruction Guidelines
DJEJ Policy	Guidelines for Early Payment of Bills
Per KSA 72-1106 -	1116 hour Calendar
Resolution 22/23-13	BOE Policies
Resolution 22/23-14	Home Rule Policy

Jennifer Hopkins moved and Michelle Ferbert seconded to approve membership in ESSDACK. **Action 6-0.**

MOTION
APPROVE
ESSDACK
MEMBERSHIP

Chris Drake moved and Jeremy Demuth seconded to approve USD 382's membership in KASB. **Action 6-0**

MOTION
APPROVE KASB
MEMBERSHIP

Michelle Ferbert moved and Jennifer Hopkins seconded to approve USD 382 participation in Federal and Title programs for 2022-23. **Action 6-0.**

MOTION
APPROVE
PARTICIPATION
IN FEDERAL &
TITLE PROGRAMS

Jeremy Demuth moved and Michelle Ferbert seconded to approve the substitute pay rate of \$125.00/day. **Action 6-0.**

MOTION
APPROVE SUB
PAY

Jeremy Demuth moved and Jennifer Hopkins seconded to approve the Emergency Operations Plan as presented. **Action 6-0.**

MOTION
APPROVE
EMERGENCY
OPERATIONS
PLAN

First Read for BOE Policy Updates discussed. Copy will be sent to board members via email.

First Read for Classified Handbook. Discussed changes in classified pay and time off.

Bill Bergner moved that the board and superintendent recess into executive session at 8:05 p.m. to discuss personnel pursuant to the non-elected personnel exception under

MOTION
EXECUTIVE

KOMA and that open meeting shall resume at 8:25p.m. in the boardroom.
Jeremy Demuth seconded. **Action 6-0.**

SESSION -
PERSONNEL

OPEN MEETING: 8:25 P.M

Bill Bergner moved that the board and superintendent recess into executive session at 8:26 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:31 p.m. in the board room.
Jennifer Hopkins seconded. **Action 6-0.**

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:31

Bill Bergner moved that the board recess into executive session at 8:31 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:36 p.m. in the board room. Jennifer Hopkins seconded.
Action 6-0. (Tony Helfrich was invited into the room at 8:32)

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING 8:36 PM

Bill Bergner moved that the board recess into executive session at 8:37 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:42 p.m. in the board room. Jennifer Hopkins seconded.
Action 6-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:42 PM

Chris Drake moved and Michelle Ferbert seconded to approve the personnel changes as listed. **Action 6-0.**

MOTION
APPROVE
PERSONNEL
CHANGES

Brandon Wade	PHS Boys Basketball Asst.	Resignation
Tyler Bethards	SW Title I Para	Resignation
Krista Wilson	SW Title I Para	New Hire
Honorina Hernandez	LMS Custodian	Resignation
Tiffany Quinn	LMS Custodian	New Hire
Oakley Stephens	Pre-School Para	New Hire

Jennifer Hopkins moved and Chris Drake seconded to approve listed salary increases for administrators as amended. **Action 6-0.**

MOTION
APPROVE
ADMIN SALARY
INCREASES

Jeremy Demuth moved and Chris Drake seconded to approve a general classified pay increase per approval on evaluations of 4%. **Action 6-0.**

MOTION
APPROVE
CLASSIFIED
PAY INCREASE

Announcements:

Back to School Breakfast and District Inservice – Thursday, August 8th, 8:00 a.m. at LMS Auditorium.

Jeremy Demuth moved for adjournment at 9:03 p.m. Michelle Ferbert seconded. **Action 6-0.**

MOTION
ADJOURN