

**BOARD OF EDUCATION**  
**LINCOLN UNIFIED SCHOOL DISTRICT NO. 298**  
**LINCOLN, KANSAS**

**REGULAR MEETING**

**MINUTES**

**LINCOLN JR./SR. HIGH SCHOOL**  
**MONDAY, JUNE 5, 2017**  
**7:00 P.M.**

Board Members:

D. Bell  
M. Breneman  
J. Eckhart  
TJ Jonsson  
P. Winters  
R. Wright  
D. Zachgo

Others:

Kathy Robertson, Superintendent  
Greta Obermueller, Clerk  
Stephen Koch, LES Principal  
Christi Walter  
Brenda White  
Nancy Knapp  
Mona Gerstmann  
David Gerstmann  
John Baetz

(Due to the Summer Food Program being held in the Board of Education Office meeting room, the meeting tonight is being held at the Lincoln Jr./Sr. High School Library.)

1. The meeting was called to order at 7:00 p.m. by President, Monty Breneman at the Lincoln Jr./Sr. High School Library. (Mr. Breneman noted that the July 3, 2017, meeting will also be held in the Lincoln Jr./Sr. High School Library.)
2. Motion by Debora Zachgo, seconded by David Bell, to adopt the amended agenda. Aye-7 No-0
3. David Gerstmann had requested to be on the agenda this evening. Mr. Gerstmann gave his presentation regarding his suggested solutions for HVAC issues. He also had recommendations authorizing the Superintendent to make capital outlay purchases and line item changes during the delegations portion of the meeting. Mr. Breneman thanked them for their presentation.
4. Motion by Rhonda Wright, seconded by Jeana Eckhart, to approve the minutes of the regular meeting of May 1, 2017. Aye-7 No-0
5. Motion by TJ Jonsson, seconded by Patti Winters, to accept the Treasurer's Reports. Aye-7 No-0

7:08 p.m. Alexa Pflugh arrived.

6. Motion by TJ Jonsson, seconded by Patti Winters, to accept the Treasurer's Report.  
Aye-7 No-0
7. Motion by Jeana Eckhart, seconded by Rhonda Wright, to accept the Clerk's Report.  
Aye-7 No-0
8. Motion by Debora Zachgo, seconded by David Bell, to accept the bills for payment.  
Aye-7 No-0
9. Mrs. Robertson asked if there were questions or discussion regarding the proposed Lincoln Jr./Sr. High School Handbook. She noted that administration is wanting to delineate between the Jr. High Handbook and the High School Handbook for the upcoming year. In the past, handbooks have been the same, but students are very different at these stages of their lives. Mrs. Walter will host two different meetings to review the different handbooks with parents of junior high and high school students.
10. In 2015, the Kansas Board of Regents changed requirements for teachers offering dual credit courses by requiring them to hold a master's degree to teach college hours. Cloud County Community College has notified Mrs. Robertson that the 2015 deadline for this requirement has been extended. At the present time, there has been a five year extension on this requirement of holding a master's degree. Mrs. Robertson noted that Lincoln High School students will benefit from this extension.
11. The Summer Food Program began today, June 5, 2017, and will run through August 4, 2017. It is once again being hosted at the Board of Education Office meeting room. Serving hours this year will be from 12:00 noon to 12:45 p.m. Beverly Township Hall and Sylvan Grove Senior Center have also been added as host sites. The Summer Food Program has been expanded to include snacks being offered at the Lincoln Park from 3:45 to 4:10 p.m. this year.
12. Mrs. Robertson reported that the struts have been replaced in the Impala. The 2008 Suburban continues to have problems that mechanics are struggling to diagnose. It has been to a Lincoln mechanic as well as a Chevy dealership. Possibly trading it off and upgrading was suggested. A board member stated that we need to have students and staff in a reliable vehicle. Mrs. Robertson will talk to the last mechanic and request service again to resolve the problems.

13. EMC Insurance has notified the District Office of the settlement claims for vehicles damaged in the hail storm of April 19, 2017. Vehicles that will be repaired are as follows: 2016 Traverse, 2011 Traverse, and the 2014 Bluebird 71 passenger bus. The roof at Lincoln Elementary School has been adjusted. There is some damage and the adjuster will return in August to reexamine and it may be totaled at that time. There was damage to a parked vehicle during mowing on May 16, 2017. Repairs will be made and paid for by district insurance.
14. A Biking Across Kansas update was given. Riders will be arriving on Tuesday, June 13, 2017. Mrs. Robertson plans to meet them at the Lincoln Jr./Sr. High School as they arrive. Bobbi Turner, LJSHS custodian, has agreed to spend the night at the school to offer assistance to Biking Across Kansas riders, as needed. Because of the bikers in the building, the community access cards will be shut down Tuesday and Wednesday for patrons using the LJSHS gym and weightroom.
15. Kathy Robertson gave board members an update on ongoing maintenance in the district. Mr. Koch, Mr. Schwerdtfager, and Mr. Pittenger are currently working on wiring at the new Kindergarten building. Mowing schedules are being set, and the new HVAC unit has been ordered for Mrs. White's room, and the east boiler at the Lincoln Jr./Sr. High School will be replaced with two tankless water heaters.
16. USD #298 Lincoln will receive \$14,000 from the PRIDE grant for the Mettner Field Fundraiser and Facilities project. Mrs. Robertson is currently looking for an engineer. The first issue needing to be dealt with is the drainage at Mettner Field. Volunteer labor will be utilized. Live Healthy Lincoln County, in conjunction with the Mettner Field Committee, will try to find money for the track.
17. Mr. Koch reported that LEAP began today with hours being 8:30 -11:30 a.m. and will conclude on June 30, 2017. Twenty-eight students signed up for the LEAP Program and 20 for the StarBase program. Angie Ringler has just added a trip to the WindFarm for another field trip. Post Rock Community Foundation has provided financial assistance for two additional drinking fountains at Lincoln Elementary School and two at the Lincoln Jr./Sr. High School. Mr. Koch reported that sewer lines need to be ran for sewer leaks at the new Kindergarten building yet and then floor tiles replaced and some painting to be completed.
18. Debora Zachgo, board member representing Lincoln County Recreation, stated that she did not attend the last Lincoln County Recreation Department meeting as it had been moved twice this last month. She did know that the soccer goals had been moved off the school grounds and they are being repaired at the present time.

19. Mrs. Robertson reminded board members there was discussion about the 2017-18 proposed lunch cost increase at the meeting last month. If approved at the meeting next month, breakfast prices will remain the same, district student lunches will go up 15 cents, and adult meals will remain the same.
20. The Preschool Handbook was reviewed. Minor changes such as dates and new district employees will be added and then brought back for approval at the meeting next month.
21. The Lincoln Elementary School Handbook was also reviewed. Annual updates will need to be made to this handbook as well and will be brought for approval at the meeting next month.
22. The Lincoln Junior High School Handbook was also reviewed. In the past, junior high students were covered by the Lincoln Jr./Sr. High School Handbook but this handbook will be unique to junior high students. This will be brought back for approval at the meeting next month.
23. The Lincoln High School Handbook is basically completed. It was noted on page 36 that no food or drink, other than water, on buses is stipulated. This will be brought back for approval at the meeting next month.
24. Kathy Robertson gave a budget update stating that there was an effort to push through the tax bill and the state financing of the education bill but it did not pass. She stated that they are back to square one. She offered to keep board members informed as the month progresses.
25. Under the Facilities Committee, Mr. Breneman invited discussion on the direction board members want to move for this committee. He proposed that the needs of the district have been identified, the bond failed, but the needs remain. A committee of approximately ten could be comprised of community members, staff, school administration, and two board members that would be appointed by the board of education. They could possibly start meeting in July and have ideas put together by the end of the year for board review. Kathy Robertson reported that she had two community members express interest in serving on this committee already. David Gerstmann and John Buppenhoff have notified the board office of their desire to be on this committee.
26. The activity route was discussed for the upcoming year. Mrs. Robertson reported that Mr. Koch had sent out a survey to sixth grade parents requesting information on whether their child would need transportation in the upcoming school year for after

school activities. Based on the results of the survey, the numbers of students utilizing the activity bus would increase from numbers the past year. Mr. Breneman encouraged board members to come to the meeting next month prepared to make a decision on continuing or discontinuing the activity route for students in the district.

27. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education go into executive session by exiting the library and going to the Spanish room across the hall at 8:20 p.m. for 15 minutes with the Superintendent for the purpose of discussing matters relating to employer-employee negotiations whether or not in consultation with the representatives or representatives of the body or agency; and that the board return to open meeting at 8:35 p.m. in this room. The executive session is required to protect the district's right to the confidentiality of its negotiating position, and the public interest.  
Aye-7 No-0  
  
8:35 p.m. The Board returned to open meeting.  
8:35 p.m. Monty Breneman called for a short break in the meeting.  
8:40 p.m. The meeting resumed.
28. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept restitution check number 09206 from the District Court of Lincoln County for \$450 for the Lincoln Elementary Site Council. Aye-7 No-0
29. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education accept restitution check number 09207 from the District Court of Lincoln County for \$450 for the Lincoln Jr./Sr. High School Site Council. Aye-7 No-0
30. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education rescind the motion made in March to use Fire Alarm Specialists for \$14,268.90 for an update of dialers and fire alarm equipment. Aye-7 No-0
31. Motion by Rhonda Wright, seconded by TJ Jonsson, that U.S.D. #298 Board of Education enter into an agreement with Hi-Tech in an amount not to exceed \$17,408.50 to replace dialers and update fire alarm equipment and install additional equipment at the new Kindergarten building prior to the opening day of school in August of 2017. Aye-7 No-0
32. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education enter into an agreement with Worth Avenue Group Insurance to purchase an accidental insurance policy in the amount of \$31.44 for 165 technology devices for a total of \$5,187 for a period of August 1, 2017 to July 31, 2018. Aye-7 No-0

33. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education accept the quote from Tri-Rivers Construction of Salina to install an ADA compliant sidewalk at the new Kindergarten site in the amount of \$14,689 plus an additional amount of \$930 for a total of \$15,169 before the beginning of the school year. Aye-7 No-0
  34. Motion by TJ Jonsson, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the bid from FileSafe in the amount of \$16,250 for the Kindergarten building including security video and access and lock system to be completed by the opening day of school for the 17-18 school year. Aye-7 No-0
  35. Motion by Jeana Eckhart, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve holding the end-of-year fiscal meeting on Tuesday, June 27, 2017, at 7:00 a.m. at the Board of Education Office to review final transfers and close out the current fiscal year. Aye-7 No-0
- Breakfast will be served at 6:45 a.m. prior to the special meeting.
36. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 approve the milk bid from Highland Dairy Foods Co., LLC for the 2017-18 school year per the price quotes in Addendum #1. Aye-7 No-0
  37. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education accept restitution check number 9229 from the District Court of Lincoln County to USD #298 Board of Education in the amount of \$40. Aye-7 No-0
  38. Motion by David Bell, seconded by TJ Jonsson, that U.S.D. #298 Board of Education go into executive session at 9:00 p.m. for 20 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:20 p.m. in this room. The executive session is required to protect the privacy interest of identifiable individuals. Aye-7 No-0
  39. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education hire Christopher Marinhagen to fill the full-time custodian position at Lincoln Elementary School, effective immediately. Aye-7 No-0
  40. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education accept the resignation of Andrea Young, 9-12 English Language Arts Teacher and JH Girls Basketball Coach, effective at the end of the 2016-17 school year. Aye-7 No-0

41. Motion by David Bell, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the KELI Program for the 2017-18 school year for the new Lincoln Jr./Sr. High School Principal in the amount of \$1,000. Aye-7 No-0

9:25 p.m. Patti Winters left the meeting.

42. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the following additional LES LEAP summer staff members: Megan Habiger, Marissa Winters and Macy Winters. Aye-6 No-0

9:26 p.m. Patti Winters rejoined the meeting.

43. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education approve use of contingency funds pending school closure on July 1, 2017, to pay invoices and payroll. Aye-7 No-0

44. There were no Board Information Requests.

47. Motion by TJ Jonsson, seconded by David Bell, that the meeting be adjourned. Aye-7 No-0

Time: 9:30 p.m.

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Greta Obermueller, Clerk

Approved:

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Monty Breneman, President