

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

REGULAR MEETING

MINUTES

BOARD OF EDUCATION OFFICE
MONDAY, AUGUST 7, 2017
7:00 P.M.

Board Members:

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

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Christi Walter, LJSHS Principal
Shari Pittenger
Gaylene Zier-Ryan

1. The meeting was called to order at 7:00 p.m. by Vice-President, TJ Jonsson, in the absence of President, Monty Breneman.
 2. Motion by David Bell, seconded by Debora Zachgo, to adopt the amended agenda.
Aye-6 No-0
 3. Gaylene Zier-Ryan, grant coordinator for Lincoln County Health Department, presented information to board members on the proposed Live Healthy Lincoln County Trails Project. She stated that briefly, in a nutshell, their mission is to encourage a healthier lifestyle for area residents. Their goal is to make Lincoln County a healthier place to live.
 4. Motion by Rhonda Wright, seconded by Jeana Eckhart, to approve the minutes of the regular meeting of July 3, 2017. Aye-6 No-0
 5. Motion by Jeana Eckhart, seconded by Patti Winters, to accept the Clerk's and Treasurer's Reports. Aye-6 No-0
 6. Motion by Debora Zachgo, seconded by Rhonda Wright, to accept the bills for payment.
Aye-6 No-0
- 7:05 p.m. Mr. Koch arrived. He had been hosting Kindergarten Open House at the newly renovated Kindergarten building.
7. Kathy Robertson reported on Lincoln Elementary School Camp transportation for the upcoming year. Camp will be held for 45 minutes on Tuesday and Thursday only after school. The 2003 Suburban will be used to transport students living more than 2.5 miles from school. Mrs. Robertson also noted that the fuel and payment of the driver will be borne by USD #298 Lincoln.

8. Mrs. Robertson updated board members on a new information system called *apptegy*. It is being advertised as the modern way to communicate and engage your school via your cell phone. This single platform would redo the USD 298 Lincoln website, cover communications such as texts, facebook, twitter, mobile apps and push notifications through voice calls or the aforementioned social media. This app also has the ability to translate messages into other languages for parents or families who are in need of this service or for hearing impaired guardians. Annual district cost would be \$3,500 annually for five years.
9. Mr. Koch and Mrs. Robertson attended the City Council meeting in July to propose installing gates on the corners to prevent through traffic in the path from the new Kindergarten building to Lincoln Elementary School and back. Sheriff Weigel felt this would be a hindrance to his officers as they patrolled the streets surrounding the Elementary School, Preschool and Kindergarten buildings. Kathy Robertson has obtained quotes for flashing crosswalk signs that would include a push button and strobe light. The question was asked if lights will flash from both sides. She will research this question and request that the City install the signs should they be purchased.
10. Kathy Robertson has inquired of surrounding superintendents how they are dealing with the challenge of finding custodial staff. She was introduced to a business called Iserve Professional Cleaning Service that some districts are utilizing with great success. Iserve is in the process of getting a bid to the Superintendent for the Board of Education to consider services in the schools.
11. Mrs. Robertson attended the Special Education Coop meeting held in July, 2017, where the 2017-18 Beloit Special Education Coop budget was presented. Mrs. Robertson stated that a 5 percent increase was passed on a 4-1 vote with Mrs. Robertson being the dissenting vote. She stated that she is not in a position to give employees of USD 298 Lincoln an increase of that magnitude and didn't feel it fair to support this proposal. Nonetheless, motion carried. Of the participating districts, Lincoln carries 18 percent of the Special Education Coop budget.
12. Mrs. Robertson reported that USD 299 Sylvan Unified has reimbursed the district for their share of High School Baseball. She stated that the two districts have a good relationship and willingly share the portion of expenses for the dual sport.
13. Board members were updated on the Lincoln Jr./Sr. High School Community Access that has been implemented the last year. Mrs. Robertson stated that enforcing the rules of the community access has been frustrating and time consuming for administration the last months. Doors have been propped open until the alarm is no longer working;

lights being left on; people letting others in without community access cards , thus liability not being signed off on; and people in the building without a parent or guardian that are not 18 years of age. She inquired if the Board wants to continue with this practice. Currently the open hours for community access are 7:00 p.m. - 10:00 p.m. on week nights and 6:00 a.m. - 10:00 p.m. on weekends. Invoices will be arriving from FileSafe for repairs made to get the system back on track. Calls will be made to those having cards with a reminder of the rules set forth by the district. Cards will be turned off for those not adhering to the community access agreement that cardholders signed when their cards were issued.

14. U.S.D. #298 Lincoln was approved to receive a 2017-18 Perkins grant. Journalism will benefit this year with the purchase of two cameras. Mr. Lange is in line to receive Perkins funds for the upcoming year.
15. New guidelines are out from Cloud County Community College for the new dual/concurrent class instructors. Mr. Wolting has been approved for US History I and II and US Government. Mrs. Borst has been approved for Intermediate Algebra, College Algebra, Trigonometry, Elementary Stats and Analytical Geometry and Calculus I. Mrs. Walter is submitting transcripts for an additional instructor and will wait for approval.
16. Kansas State Department of Early Learning has allotted USD #298 Lincoln an additional two slots in the Four Year Old At Risk Grant Allocation for the 2017-18 school year. The district originally had 13 slots, requested 17 this spring, and have been granted 15.
17. Seven coaches attended the Kansas State High School Activities Association Coaching School July 31, 2017, through August 2, 2017. Anyone coaching is required to take and pass a test applicable to the sport they are coaching. All coaches are encouraged to attend this KSHSAA clinic annually.
18. Mrs. Robertson reported that the Bank of Tescott, Citizen's State Bank and Wilson State Bank have agreed to sponsor the luncheon that will be catered by Martinelli's on August 16, 2017, at noon in the Lincoln Jr./Sr. High School Commons. Mrs. Robertson expressed appreciation to the local banks and commented that this will be a good way to start the school year. Board of Education members appreciate this show of support by the banks also.
19. The proposed USD #298 Lincoln job description for the school nurse was distributed for board review. This will be a discussion item at the next Board of Education meeting.

20. The proposed USD #298 Lincoln Jr./Sr. High School Principal job description was distributed for board review. This will also be a discussion item at the next Board of Education meeting.
21. Kathy Robertson reported to Board of Education members under Information Items on the Ford 10 passenger van that could be delivered as early as late November or early December. This will be considered later under Discussion Items.
22. A fire alarm specialist update was reported on by Kathy Robertson. The fire alarm pulls that we currently have will not fit the new system. There will be a charge of \$1,190 for the updated pulls.
23. The audit was completed by Clubine and Rettele, Chtd. for the 2016-17 year. Kathy reported that it was a good audit and things went well. We will await the audit report that will be generated from the offices in Salina. Jay Langley will do a formal presentation in the fall and the board will approve the audit at that time.
24. Kathy Robertson reported on the Facilities Committee that has been formed. The committee has divided into two groups. One group is researching and studying the storm shelters. This group will be going to Kinsley and Stafford to look at dome storm shelters that have been constructed in those communities. Jacob Gray, State Hazard Mitigation Officer of the Kansas Division of Emergency Management has notified Mrs. Robertson that the district has been accepted to apply for grant monies. The other Facilities Committee group is the HVAC group that is studying system efficiency ratings, longevity of units, and service requirements. This group will be meeting tomorrow evening.
25. DJ Environmental has completed cleaning out the drainage system that surrounded the track at Mettner Field. Kenny Krueger cleared out the culvert on the northeast corner so all lines have been cleaned and cleared. The first check of \$6,400 has been received from the PRIDE grant to pay for the architect.
26. Debora Zachgo, Lincoln County Recreation Commission representative, reported that one week from today is the Back to School Bash that will include a bicycle safety program. Students will be taught proper safety and bicycle laws. Debora Zachgo stated that Jessica Clay can use help with the concession stand at the upcoming softball tournament. An application has been submitted for the Post Rock Community Grant.
27. Kathy Robertson has met with Dallas Hassenbank of Geisler Roofing regarding the roof on the Lincoln Jr./Sr. High School. He explained that the original roof has been modified since it was first applied. It was once a reflective material, but not anymore.

He is recommending that we install a Durolast membrane like on Lincoln Elementary School that carries a 15 year warranty.

28. Lincoln Elementary School Camp transportation was discussed for the upcoming year. It was noted that if we are providing transportation in the form of an activity route for athletics, the district should consider providing transportation for academics.
29. Cross walk signs for the Preschool and Kindergarten buildings were discussed earlier in the evening and it was stated by Mrs. Robertson that City Council members are much more supportive of signs than the gates.
30. Board members expressed interest in obtaining a vehicle through state procurement as money has been allowed in the capital outlay portion of the budget for the purchase of an additional vehicle this year.
31. Kelly Larson, Executive Director, Lincoln County Economic Development, came and talked to the board last month regarding donating transportation for the Leadership Lincoln County for this year. Sylvan provided transportation last year.
32. USD 298 Lincoln School Nurse Handbook was distributed at last month's meeting. Mrs. Robertson relayed that Elizabeth Sheldon, school nurse, has reviewed and confirmed. This will be brought back as an action item next month.
33. A USD 298 Lincoln Activity Funds Handbook was distributed This will be acted on at the September meeting.

8:40 p.m. TJ Jonsson, Vice-President, called for a short break in the meeting.

8:45 p.m. The meeting resumed.

34. Motion by TJ Jonsson, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 8:45 p.m. for 10 minutes with the Superintendent for the purpose of discussing the teachers' latest proposal; and that the board return to open meeting at 8:55 p.m. in this room. The executive session is required to protect the district's position under KOMA exception. Aye-6 No-0

8:55 p.m. The Board returned to open meeting.

Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 8:55 p.m. for 10 minutes with the Superintendent for the purpose of discussing the teachers' latest proposal; and that the board return to open

meeting at 9:05 p.m. in this room. The executive session is required to protect the district's position under KOMA exception. Aye-6 No-0

9:05 p.m. The Board returned to open meeting.

35. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve paying up to \$337.74 a month towards the Blue Choice Triple Option AffordBlue Program offered by Blue Cross Blue Shield for the 2017-18 school year. Aye-6 No-0
36. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education approve the 2017-18 Substitute Teacher List as presented in Addendum #1. Aye-6 No-0
37. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve hosting the Back-to-School Breakfast on August 14, 2017, at 7:45 a.m. in the Lincoln Jr./Sr. High School Commons. Aye-6 No-0
38. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education approve holding the Budget Hearing on Monday, August 21, 2017, at 6:30 a.m., at U.S.D. #298 Board of Education Office. Aye-6 No-0
39. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the \$50 donation to be used for student supplies for the eclipse on August 21, 2017, from Rhonda Base, Family Hair Flair. Aye-6 No-0
40. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education approve the \$300 donation from VFW Auxiliary No. 7928 to Lincoln Elementary School for the 2017-18 school year. Aye-6 No-0
41. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the \$300 donation from VFW Auxiliary No. 7928 to Lincoln Jr./Sr. High School for the 2017-18 school year. Aye-6 No-0
42. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the \$1,000 donation from the District Court of Lincoln County, check number 09271, for deposit in the USD #298 Weightlifting Fund. Aye-6 No-0
43. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the \$1,307 donation from the District Court of Lincoln County, check number 09272, for deposit in the USD #298 Weightlifting Fund. Aye-6 No-0

44. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve appointing Kathy Robertson, Foster Care Point of Contact Representative for USD #298 Lincoln. Aye-6 No-0
45. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education approve providing transportation for Leadership Lincoln County for the 2017-18 year in exchange for two student memberships for Lincoln Jr./Sr. High School students. Aye-6 No-0
46. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve providing transportation for LES Camp students who reside more than 2.5 miles from school for the 2017-18 school year. Aye-6 No-0
47. Motion by Debora Zachgo, seconded by Rhonda Zachgo, that U.S.D. #298 Board of Education approve purchasing four cross walk signs for at the Preschool and Kindergarten student crossings for a total purchase price not to exceed \$10,124.80 payable to Traffic Safety Corporation. Aye-6 No-0
48. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve the purchase of a Ford 2018 150 LR Wagon from Rusty Eck Ford, Wichita, Kansas, for a purchase price not to exceed \$29,000. Aye-6 No-0
49. Motion by Patti Winters, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln Preschool Parent Handbook. Aye-6 No-0
50. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln Junior High School Handbook. Aye-6 No-0
51. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln High School Handbook. Aye-6 No-0
52. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2017-18 USD 298 Lincoln Food Service Program Agreement. Aye-6 No-0
53. Motion by Patti Winters, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln Procurement Services Handbook. Aye-6 No-0
54. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 9:20 p.m. for 20 minutes with the Superintendent

for the purpose of discussing an individual employee's resignation and the hiring of employees; and that the board return to open meeting at 9:40 p.m. in this room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-6 No-0

9:20 p.m. Mr. Koch and Mrs. Walter joined executive session.

9:35 p.m. Mr. Koch and Mrs. Walter left executive session.

9:40 p.m. The Board returned to open meeting.

Motion by Rhonda Wright, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 9:40 p.m. for 15 minutes with the Superintendent for the purpose of discussing an individual employee's resignation and the hiring of employees; and that the board return to open meeting at 9:55 p.m. in this room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-6 No-0

9:47 p.m. Mrs. Robertson left executive session.

Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 9:55 p.m. for 10 minutes with the Superintendent for the purpose of discussing the hiring of employees; and that the board return to open meeting at 10:05 p.m. in this room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-6 No-0

10:03 p.m. Mrs. Robertson left executive session.

55. Motion by Rhonda Wright, seconded by David Bell, that U.S.D. #298 Board of Education accept the resignation of Christopher Marinhaven, LES custodian, effective July 22, 2017. Aye-6 No-0
56. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the resignation of Don Long as Head Junior High Boys Basketball Coach effective immediately. Aye-6 No-0
57. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept the resignation of Alex Winters, groundskeeper, effective immediately. Aye-6 No-0
58. Motion by Rhonda Wright, seconded by David Bell, that U.S.D. #298 Board of Education approve hiring Mickey Suelter as Lincoln Jr./Sr. High School Assistant Cook for the 2017-18 school year. Aye-6 No-0

59. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve hiring Carl Edward Prince III as USD #298 Lincoln Para and Head Junior High Boys Basketball Coach for the 2017-18 school year. Aye-6 No-0
60. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve hiring Jessica King as JH Assistant Volleyball Coach for the 2017 season. Aye-6 No-0
61. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve hiring Mike Hansen as USD #298 Lincoln groundskeeper for the 2017-18 school year. Aye-6 No-0
62. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education approve hiring Kathy Robertson, as English Teacher for Grades 10, 11 and 12 (three sections) for the 2017-18 school year (or until the district hires someone to fill this vacant position). Aye-6 No-0
63. Motion by Rhonda Wright, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve payment to Mr. Stephen Koch for summer maintenance completed while on his summer break and outside of his principal contract. Aye-6 No-0
64. Motion by Patti Winters, seconded by David Bell, that the meeting be adjourned. Aye-6 No-0

Time: 10:15 p.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President