

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

REGULAR MEETING

MINUTES

LINCOLN JR./SR, High SCHOOL
TUESDAY, JULY 3, 2017
7:00 P.M.

Board Members:

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

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Steve Koch, LES Principal
Christi Walter
Kelly Larson

1. The meeting was called to order at 7:00 p.m. by President, Monty Breneman.
2. Motion by David Bell, seconded by Jeana Eckhart, to adopt the amended agenda. Aye-7 No-0
3. Under the delegations portion of the meeting, Kelly Larson, Executive Director of Lincoln County Economic Development Foundation, addressed the Board of Education regarding the latest plans on radar. Leadership Lincoln County and the need for new participants was explained. Cost of student enrollment in the Leadership Lincoln County program can be exchanged for transportation being provided by the district for out of town trips for this program. A strategic planning meeting is being planned. Mailings have gone out and Kelly Larson expressed hope that all board members have received the information. Ms. Larson expressed that this is a "Big Deal". This meeting is to discuss the big things, not the little things, in an effort to move the county forward. It is about the broader community.
4. Motion by Rhonda Wright, seconded by TJ Jonsson, to approve the minutes, as amended, for the end-of-the-fiscal year special meeting of June 27, 2017. Aye-7 No-0
5. Motion by Debora Zachgo, seconded by Patti Winters, to accept the Clerk's and Treasurer's Reports. Aye-7 No-0
6. Motion by Rhonda Wright, seconded by Jeana Eckhart, to accept the bills for payment. Aye-7 No-0 (It was noted that the payment from the State Department of Education will be delayed this month.)
7. Kathy Robertson reported under the Transportation Update that Keith Dreiling, School Bus Safety Director for the State of Kansas, commended USD #298 Lincoln for putting the safety of students first. Mr. Dreiling stated that outstanding performance was noted in the 2015-16 Transportation Audit. Mrs. Robertson and Norma Kobbeman met all requirements for having certified drivers, the number of

required meetings, and mandatory documentation in place. The board expressed appreciation to these individuals and to all involved in the ongoing transition to DS Bus Lines and the many changes and questions from parents.

8. Mrs. Robertson distributed the proposed 2017-18 School Nurse Handbook. She stated that it closely follows the classified handbook but there are deviations as her hours are different as well as her job description.
9. Kathy Robertson distributed the USD 298 Lincoln Activity Funds Handbook. The district will continue with past practice but will work on the completing different paperwork.
10. District insurance is being renewed for the upcoming school year with Insurance Planning, Inc. of Hays, Kansas, if the board approves Dale Chaffin as the insurance agent of record later this evening. Mrs. Robertson is in the process of talking to different brokers as she begins the process of rebidding district insurance for the 2018-19 school year.
11. Kathy Robertson reported that all districts are now required to provide a 2017-18 7th and 8th Grade Socio-emotional Curriculum. The curriculum chosen is *Second Step* and this will be at a charge of \$199 for each grade.
12. Kathy Robertson reported that she and Nancy Knapp will be attending the Budget Workshop being held in Salina, Kansas, on July 17, 2017, to begin the budget process for the upcoming school year.
13. Information was distributed by Kathy Robertson on the KPERS New Basic Plan. This will deal with WAR (Working After Retirement) and the many changes that continue to be implemented by legislators in the KPERS system.
14. Title I and Title II allocations were reported by Kathy Robertson. The district will receive \$70,598 in Title I funds next year. This is \$7,000 less than last year. Title II A funds will be \$13,763 for a gain of \$257.
15. Preliminary KSHSAA figures suggest that USD #298 Lincoln will drop to 1A effective September, 2018. Based on the votes, the district will be reclassified from 2A to 1A. We will play 8 man football again next year, division II.

16. Kathy Robertson, Superintendent, reported that the district is in danger of losing Medicaid funding. If Trump's plan goes through, \$8,970 could potentially be lost by the Special Education Coop, which would then come back to the district for payment of those lost dollars.
17. The Facilities Committee presently has a meeting scheduled for July 11, 2017, at 6:00 p.m. at the Board of Education Office. Everyone that expressed an interest in serving on the committee has been invited.
18. Kathy Robertson and Monty Breneman updated board members on the Mettner Field Project and their meeting with Pete Earles on June 16, 2017. Original blueprints were examined and a digital copy is being made for the district. Mr. Earles also suggested that the drainage system that surrounds the track be blown out as it is plugged. This will be the first step in working toward solving drainage issues. Total charges for this engineering project will be \$6,400, which will be paid through the PRIDE VIP grant.
19. Debora Zachgo, board member representing Lincoln County Recreation, stated that the baseball and softball teams are done this week and Legion ball is winding down. Zone tournament is approaching the week of July 16, 2017. Jessica Clay is working on the Post Rock Run for the Fall Festival.
20. Kathy Robertson explained that she met with Mr. and Mrs. Jason Curtis about English classes. No new English curriculum has been purchased for the last 15-25 years. Punctuation, ACT, grammar rules and curriculum could be purchased for 7-12 students for \$17,477.29. Also included are subscriptions for 25 students and student resources that can be downloaded.
21. The district is needing to appoint someone to act as a representative for the Schools for Quality Education. Patti Winters has agreed to serve in this capacity.
22. The 2017-18 Food Service Program Agreement needs to be approved on an annual basis. This will be brought back as an action item in August.
23. A Procurement Services Handbook is being devised in an attempt to better serve contractors wishing to bid on district projects. A draft copy was distributed by Mrs. Robertson and she asked that board members review for discussion in August.
24. The 2008 Chevy Suburban, being numbered by the district as #11, continues to malfunction after being worked on by several different mechanics. This vehicle is currently back at Bennett's in Salina and they will keep at no charge until the

problem replicates itself. Board members discussed how to proceed with the replacement or purchase of an additional school vehicle. Mrs. Robertson was asked to pursue a vehicle that would transport 12-15 students.

25. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 8:20 p.m. for 5 minutes with the Superintendent for the purpose of discussing matters adversely or favorably affecting a student(s); and that the board return to open meeting at 8:25 p.m. in this room. The executive session is required to protect the privacy interests of a student(s) who is identifiable. Aye-7 No-0

8:20 p.m. Christi Walter joined executive session.

26. Motion by Rhonda Wright, seconded by TJ Jonsson, that U.S.D. #298 Board of Education go into executive session at 8:25 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 representative or representatives of the body or agency; and that the board return to open meeting at 8:40 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

8:40 p.m. The Board returned to open meeting.

27. Monty Breneman opened the floor for nominations for Board President. Rhonda Wright nominated Monty Breneman for U.S.D. #298 Board of Education President for the 2017-18 school year and TJ Jonsson seconded the nomination. Nominations ceased and Monty Breneman was elected President of the Board of Education. Aye-6 No-1 (Abstain)
28. Monty Breneman opened the floor for nominations for Vice-President. Patti Winters nominated TJ Jonsson for U.S.D. #298 Board of Education Vice-President for the 2017-18 school year and Rhonda Wright seconded the motion. Nominations ceased and TJ Jonsson was elected Vice-President of the Board of Education. Aye-6 No-1 (Abstain)
29. Motion by Debora Zachgo, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Greta Obermueller as Clerk of the Board for the 2017-2018 school year. Aye-7 No-0
30. Motion by Rhonda Wright, seconded by Patti Winters, that the Board of Education of USD #298 appoint Norma Kobbeman as Deputy Clerk of the Board for the 2017-18 school year. Aye-7 No-0

31. Motion by TJ Jonsson, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Greta Obermueller to act as KPERS Agent for the 2017-18 school year. Aye-7 No-0
32. Motion by Patti Winters, seconded by David Bell, that the Board of Education of U.S.D. #298 appoint Nancy Knapp as Board Treasurer for the 2017-2018 school year. Aye-7 No-0
33. Motion by David Bell, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 appoint Daniel D. Metz as their attorney for the 2017-2018 school year. Aye-7 No-0
34. Motion by Debora Zachgo, seconded by Patti Winters, that the Bank of Tescott, Citizens State Bank and Wilson State Bank be named as official depositories for school funds for the 2017-2018 school year. Aye-7 No-0
35. Motion by Jeana Eckhart, seconded by TJ Jonsson, that the Board of Education of U.S.D. #298 appoint Kathy Robertson as Board Agent for investing idle funds for the 2017-2018 school year. Aye-7 No-0
36. Motion by Rhonda Wright, seconded by TJ Jonsson, that the *Lincoln Sentinel-Republican* be named as the official newspaper for legal publications for the 2017-2018 school year. Aye-7 No-0
37. Motion by David Bell, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Kathy Robertson as Director of Food Service for the 2017-2018 school year. Aye-7 No-0
38. Motion by Debora Zachgo, seconded by TJ Jonsson, that U.S.D. #298 Board of Education appoint Stephen Koch as Director for Title Funds for the 2017-2018 school year. Aye-7 No-0
39. Motion by David Bell, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 establish the following meeting schedule for regular Board of Education meetings to be held in the Board of Education Office during the 2017-2018 school year:

August 7, 2017, at 7:00 p.m.	February 5, 2018, at 7:00 p.m.
September 5, 2017, at 7:00 p.m.	March 5, 2018, at 7:00 p.m.
October 2, 2017, at 7:00 p.m.	April 2, 2018, at 7:00 p.m.
November 6, 2017, at 7:00 p.m.	May 7, 2018, at 7:00 p.m.
December 4, 2017, at 7:00 p.m.	June 4, 2018, at 7:00 p.m.
January 2, 2018, at 7:00 p.m.	July 2, 2018, at 7:00 p.m.

Aye-7 No-0

40. Motion by Rhonda Wright, seconded by Patti Winters, that the Board of Education of USD #298 appoint Norma Kobbeman as Deputy Clerk of the Board for the 2017-18 school year. Aye-7 No-0

41. Motion by Patti Winters, seconded by David Bell, that the Board of Education of U.S.D. #298 appoint Stephen Koch, as truancy officer for the Lincoln Elementary School for the 2017-2018 school year. Aye-7 No-0

Motion by TJ Jonsson, seconded by Debora Zachgo, that the Board of Education of U.S.D. #298 appoint Christi Walter, as truancy officer for the Lincoln Jr./Sr. High school for the 2017-18 school year. Aye-7 No-0

42. Motion by Jeana Eckhart, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Dale Chaffin, Insurance Planning, Inc., as their agent of record for property and liability insurance for the 2017-2018 school year. Aye-7 No-0

43. Motion by Rhonda Wright, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 establish the approved state mileage rate of 53.5 cents per mile for the 2017-2018 school year. Aye-7 No-0

44. Motion by Patti Winters, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 adopt the 1,116 hour school year for 2017-2018. Aye-7 No-0

45. Motion by Debora Zachgo, seconded by TJ Jonsson, that the Board of Education of U.S.D. #298 approve petty cash amounts for the 2017-2018 school year as follows: \$800 for Lincoln Elementary School; \$1,000 for Board of Education Office, and \$1,300 for the Lincoln Jr./Sr. High School, all of which are monthly reimbursables. Aye-7 No-0

46. Motion by Jeana Eckhart, seconded by Debora Zachgo, that U.S.D. #298 Board of Education adopt Resolution 07-17-01 to Waive the Annual Requirement of General Accepted Accounting Principles and Fixed Asset Accounting to cover the 2016-2017 school year as follows:

WHEREAS, the Unified School District #298, Lincoln, Kansas, has determined that the financial statements and financial reports for the year ended 2016-2017 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) and not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of the Unified School District #298, and

WHEREAS, there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120(a) for the year ended 2017.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of the Unified School District #298, Lincoln, Kansas, in regular meeting duly assembled this 3rd day of July, 2017, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District #298 Lincoln for the year ended 2017.

BE IT FURTHER RESOLVED that the Board of Education shall cause the financial statements and financial reports of the Unified School District #298 Lincoln to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

47. Motion by Patti Winters, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 adopt the following resolution: Be it resolved that all policy statements found in the minutes of this Board of Education Handbook prior to July 1, 2017, be rescinded, and that Board of Education adopt the policy manual as has been presented and recommended by the Superintendent of Schools, to govern this school district during the 2017-2018 school year, subject to periodic review, amendment and revision. Aye-7 No-0
48. Motion by David Bell, seconded by TJ Jonsson, that the Board of Education of U.S.D. #298 appoint Kathy Robertson, Freedom of Information Officer, for the 2017-18 school year. Aye-7 No-0
49. Motion by Debora Zachgo, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Greta Obermueller, Custodian of Records, for the 2017-18 school year. Aye-7 No-0
50. Motion by TJ Jonsson, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education appoint Kathy Robertson as U.S.D. #298 Homeless Coordinator for the 2017-2018 school year. Aye-7 No-0
51. Motion by Rhonda Wright, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Stephen Koch as Hearing Officer for Free and Reduced Lunches for the 2017-18 school year. Aye-7 No-0

52. Motion by TJ Jonsson, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve the fees for Lincoln Elementary School as set forth in Addendum #4. Aye-7 No-0
53. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the fees for Lincoln Jr./Sr. High School as set forth in Addendum #5. Aye-7 No-0
54. Motion by Patti Winter, seconded by David Bell, that U.S.D. #298 Board of Education appoint Kathy Robertson as Compliance Coordinator for Federal Anti-Discrimination Laws including Title VI, Title VII, Title IX, American Disabilities Act (ADA) and Section 504 for the 2017-18 school year. Aye-7 No-0
55. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve Early Payment Policy per K.S.A. 12-105B for the 2017-18 school year. Aye-7 No-0
56. Motion by TJ Jonsson, seconded by Patti Winters, that U.S.D. #298 Board of Education approve Resolution No. 07-17-02 to Establish Home Rule as set forth in Addendum #6. Aye-7 No-0
57. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education approve the destruction of antiquated records as the statutes and the Superintendent so determine. Aye-7 No-0
58. Motion by Rhonda Wright, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve LHS Wrestling competing in the Red Cloud, Nebraska, meet on January 27, 2018. Aye-7 No-0
59. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education approve waiving fees for K-12 students at activities specified by the Board of Education. Aye-7 No-0
60. Motion by Jeana Eckhart, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve the LHS band students going out of state for a band trip to Worlds of Fun on May 19, 2018. Aye-7 No-0
61. Motion by Monty Breneman, seconded by TJ Jonsson, that U.S.D. #298 Board of Education continue the LJSHS activity after school run for the 2017-18 year. Aye-5 No-2
62. Motion by Patti Winters, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln Preschool Parent Handbook.

After more discussion on the motion, a subsequent motion was made by Patti Winters, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education table approving the Lincoln Preschool Parent Handbook until the August meeting.
Aye-7 No-0

63. Motion by Rhonda Wright, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the 2017-18 Lincoln Elementary School Handbook. Aye-7 No-0
64. Motion by Monty Breneman, seconded by Patti Winters, that U.S.D. #298 Board of Education approve Jeana Eckhart serving on the Lincoln County Recreation Commission as Board of Education representative for the 2017-18 school year.
Aye-7 No-0
65. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 9:20 p.m. for 10 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:30 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual(s). Aye-7 No-0
66. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve Carl Edward Prince II filling the Lincoln High School assistant football coach vacancy for the 2017-18 school year. Aye-7 No-0
67. Motion by Debora Zachgo, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the purchase of the new English curriculum from Houghton Mifflin Harcourt Collections in the amount of \$17,477.29. Aye-7 No-0
68. There were no requests under the Board Information Request portion of the meeting.
69. Monty Breneman stated that there would be an Open House at the new Kindergarten building on Monday, August 7, 2017, from 6:00 to 7:00 p.m. He requested that board members meet at 6:30 p.m. for a tour and then report to the Board Office so the regular Board of Education meeting could convene.

70. Motion by David Bell, seconded by Debora Zachgo, that the meeting be adjourned.
Aye-7 No-0

Time: 9:40 p.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President