

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

REGULAR MEETING

MINUTES

BOARD OF EDUCATION OFFICE
TUESDAY, JANUARY 3, 2017
7:00 p.m.

Board Members:

D. Bell
M. Breneman
TJ Jonsson
C. Walter
P. Winters
R. Wright
D. Zachgo

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Steve Koch, Principal
Brenda White
Dennis Pittenger
Al Joe Wallace
Breanna Meier
John Baetz

1. The meeting was called to order at 7:00 p.m. by Monty Breneman, President.

January is School Board Appreciation Month. Mrs. Robertson had distributed frosted sugar cookies to board members and took the opportunity to thank them for their time and diligence serving as members of U.S.D. #298 Lincoln Board of Education. Elementary school students had prepared thank you cards in appreciation for their time and effort as board members which were also distributed prior to the meeting.

2. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education adopt the amended agenda. Aye-7 No-0

7:04 p.m. Christi Walter arrived.

3. Under the delegations portion of the meeting, Christi Walter apprised the board of the student led parent teacher conferences held last spring. After low parental involvement in spring conferences the last few years, Mrs. Walter set out to devise a plan to increase those numbers. Each student created a plan of study, took an ACT profile and participated in career path testing. A form was created by Amy Crouse, Counselor, in effort to keep all information unique to each student in one file. LHS graduation requirements are spelled out on this form followed by Regent Completer and Kansas Scholar requirements. Each student chose a career path, whether it be technical school, joining the workforce or university study. Students are able to review firsthand what classes will be required to achieve their goals. At conferences, students led the dialogue with parents as Mrs. Walter was present to listen. She reported that she had 100 percent participation of parents of the students she advised. ASVAB or ACT

- scores were available along with grades and attendance all other pertinent information applicable to each student.
4. Motion by Patti Winters, seconded by Rhonda Wright, to accept the Treasurer's Report. Aye-7 No-0
 5. Motion by TJ Jonsson, seconded by Debora Zachgo, to accept the Clerk's Report. Aye-7 No-0
 6. Motion by Rhonda Wright, seconded by Patti Winters, to accept the bills for payment. Aye-7 No-0
 7. Motion by Debora Zachgo, seconded by Chad Walter, that U.S.D. #298 Board of Education go into executive session at 7:30 p.m. for 10 minutes with the Superintendent to discuss confidential financial data or trade secrets of a business; and that the board return to open meeting at 7:40 p.m. in this room. The executive session is required to protect the interests of the business to be discussed. Aye-7 No-0
- 7:30 p.m. Al Joe Wallace was invited to join executive session.
7:40 p.m. The Board returned to open meeting.
8. Brenda White updated board members on e-rate for the district. Deb Steward, Smoky Hill Education Service Center, files Form 470 and completes e-rate filing for the district on an annual basis. Category 2 monies not spent in the first and second year go back into the budget and are available for spending in year three. A proposal was presented by Mrs. White with the understanding that the approval is based on available Category 2 funding and e-rate approval.
 9. Kathy Robertson reported to the Board that Jason Curtis would like to sell photos of students in sporting events, activities, school happenings at an online site called SmugMug.com. The only cost for this online service is \$5 to join and will be paid out of the journalism fund. Mrs. Robertson reported that it is a safe site and photos can be ordered by only those with a code.
 10. Lincoln Jr. High and High School track uniforms will need to be ordered by February, 2017. Mrs. Robertson distributed a photo of the style of uniforms that have been selected for both girls and boys. These uniforms will also be worn for cross country. Loose fit shorts vs. tight fit shorts was briefly discussed.

11. Mrs. Robertson reported that she is applying for grant funds for placing a digital marquee that would be bricked on the property at the Lincoln Jr./Sr. High School. She has spoken to the City Council and has requested letters of support to accompany this grant for this community sign. This project would only move forward if USD #298 Lincoln receives the grant money.
12. Kathy Robertson distributed a draft copy of the 2017-18 district calendar for board members to review. She pointed out that one-half workday and one-half inservice day for an additional day in the calendar for next year are being proposed. The calendar will be brought back as a discussion item next month.
13. TJ Jonsson and Monty Breneman attended the KASB Annual Conference in Wichita, Kansas, the first weekend in December. TJ Jonsson updated members on the election of Patrick Woods who was elected president. Monty Breneman and TJ Jonsson encouraged all board members to attend KASB conferences in the future, if possible. Both agree that this conference is enlightening, informative and worth time for board members to attend.
14. Mrs. Robertson updated board members on the injunction put in place regarding labor overtime regulations. She reported that it may be years or it may be tomorrow that employers will be required to comply with this federal mandate. It may carry the possibility of being retroactive to December 1, 2016. She will keep board members informed.
15. USD #298 Lincoln purchased a new OEA (optoacoustic emissions) hearing machine in 2012. This hearing machine is used to conduct hearing screenings by our district, USD 299 Sylvan-Lucas, Lincoln County Health Department and Parents as Teachers coordinator. Last summer when the machine was recalibrated, it was reported that the probe was not working. Cost for a new machine is over \$2,000. Lincoln County Hospital and Health Care Foundation donated funds from the Vivian Kobbeman Memorial for the repairs needed on the OEA machine. Board members expressed appreciation for this financial assistance.
16. Mrs. Sheldon was in need of a glucose kit, pen light, blood pressure cuff, latex gloves, and other medical supplies. These items were provided by the Health Care Foundation of Lincoln County. Board members expressed appreciation for this financial assistance.
17. Kathy Robertson updated board members on the Mettner Field Fundraiser and Facilities project. \$7,805 has been raised to date and more money is expected. Kathy Robertson has applied for a PRIDE grant, the in-kind work has been noted and letters of support were submitted.

18. Debora Zachgo, representing Lincoln County Recreation, stated that rec basketball will begin January 28, 2017, and Saturday games will run for five consecutive weeks. Jessica Clay will be conducting a skills camp on January 7, 2017, at Lincoln Elementary School, for student athletes to encourage fundamental basketball skills.
19. Mr. Koch reported that Allison Ford had received a 2016 Lowes Toolbox for Education Grant for 5th and 6th grade in the amount of \$4,550 from the Lowe's Charitable and Educational Foundation (LCEF). This is for Mrs. Ford's STEM chairbuilding project. Lowes employees will be volunteering to be present to provide extra hands for this project along with Mr. Koch and Mr. Pittenger.
20. On-line streaming has surfaced in conversation with Mr. Curtis and Mrs. Robertson. She apprised board members of a website, The Cube, that is used to stream activities. The score is always posted on the screen and activities will be saved to a site.
21. Under the Facilities Report, Dennis Pittenger reported on the projects he is currently working on: the water fountains in need of repair; direct fire unit not working on metal shop, a flame sensor was put on; the gym floor was finished over break; furnace not working on principal's and AD's offices; the Fort Riley building has been set and is in the process of being tied together; Tom Cavalli, Jessica King, Meita Lyne and Wyvonne Lyne were asked for input for placement of walls within the building; specs for ADA compliant bathrooms within the new facility; and a 3' x 4' hole was cut in the floor and a camera inserted with a clean out being added at LES kitchen over Christmas break.
22. Mrs. Robertson reported to board members that Jacob Hurla, 360 Engineers, had presented to the staff at the January 2, 2017, Inservice. Preliminary figures and key dates were included in Mr. Hurla's presentation. At this time, a plan is in place to contact all voters and appreciation to staff members was extended for stepping up and volunteering to make phone calls.
23. Mrs. Robertson questioned board members if they are wanting to continue with beef donations to USD #298 Food Service program. The district may have to purchase an additional freezer for storage if board members want to pursue this program. How many pounds of beef was used last year was asked of Mrs. Robertson. After consulting with the cooks, it is noted that it depends on the recipe or the lunch menu being followed. It was the consensus to do further research for this project.

24. The Lincoln Jr. High School Awards Assembly will be an assembly at the end of a school day and not a night event. Mrs. Robertson will move forward with selecting a date.
25. AfterProm has requested a bus and a bus driver to be available all night from 12:00 midnight until 5:30 a.m. This will be brought back as an action item next month.
26. TJ Jonsson suggested that USD #298 Board of Education operate under Board of Governance and Operating Procedures as presented. It was the consensus of the board that this would be good to have in place. TJ Jonsson has offered to head up this project and Patti Winters has agreed to assist him.
27. After discussion on junior high track uniforms, it was the consensus of the board to order the selected and agreed upon uniform tops. Loose fitting shorts will be ordered for both boys and girls.
28. The number of handrails in the Lincoln Jr./Sr. High School gym was discussed. There are already two in place. We need five more, so those will be ordered and installed this year. If additional rails are warranted, they will be added next year.

9:05 p.m. The President called for a short break in the meeting.

9:10 p.m. The meeting resumed.

29. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education go into executive session at 9:10 p.m. for 5 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 9:15 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

9:15 p.m. The Board returned to open meeting.

30. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the Professional Development Plan for USD #298 Lincoln.
Aye-7 No-0
31. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the Elementary School Principal Job Description.
Aye-7 No-0

32. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the Classroom Instructor Job Description. Aye-7 No-0
33. Motion by TJ Jonsson, seconded by Chad Walter, that U.S.D. #298 Board of Education approve holding the LHS Academic Banquet on Wednesday, May 10, 2017, at the Lincoln Jr./Sr. High School. Aye-7 No-0
34. Motion by Rhonda Wright, seconded by David Bell, that U.S.D. #298 Board of Education approve holding the LHS Athletic Banquet with a speaker on March 27, 2017, at the Lincoln Jr./Sr. High School. Aye-7 No-0
35. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education table holding the LJHS Awards Night on May 15, 2017, at the Lincoln Jr./Sr. High School. Aye-7 No-0
36. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the Lincoln Preschool Admissions Policy. Aye-7 No-0
37. Motion by Debora Zachgo, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve early dismissal at 1:00 p.m. for NPL High School Basketball Tournament on January 13, 2017. Aye-7 No-0
38. Motion by Chad Walter, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve early dismissal at 2:00 p.m. for NPL High School Basketball Tournament on January 17, 2017, and January 20, 2017. Aye-7 No-0
39. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve early dismissal at 2:00 p.m. for the Lincoln High School Forensics Invitational Meeting on March 13, 2017. Aye-7 No-0
40. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education approve early dismissal at 1:00 p.m. for the NPL High School Speech and Drama League Meeting on April 3, 2017. Aye-7 No-0
41. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education accept the \$500 donation from Insurance Planning, Incorporated. Aye-7 No-0
42. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the \$50 donation to LJSHS Metal/Welding Shop from Alan and

Sandy Wedel in appreciation to the USD #298 Lincoln farmer who stopped and assisted Mrs. Wedel with a flat tire. Aye-7 No-0

43. Motion by TJ Jonsson, seconded by David Bell, that U.S.D. #298 Board of Education accept the donation from Lowenstein Foundation for Elegoo UNO Project Smart Robot Car Kit, Elegoo 27-in-1 Sensor Module Kit for Arduino and Elegoo Megal 2560 Project Arduino for LJSHS STEM Class. Aye-7 No-0
44. Motion by TJ Jonsson, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 9:30 p.m. for 30 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 10:00 p.m. in this room. The executive session is required to protect the privacy interests of identifiable individuals. Aye-7 No-0

10:00 p.m. The Board returned to open meeting.

Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 10:00 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 10:20 p.m. in this room. The executive session is required to protect the privacy interests of identifiable individuals. Aye-7 No-0

10:10 p.m. Kathy Robertson left executive session.

10:20 p.m. The Board returned to open meeting.

45. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the extension of Kathy Robertson's contract as Superintendent of U.S.D. #298 Lincoln to include the 2018-2019 school year. Aye-7 No-0
46. Motion by David Bell, seconded by Chad Walter, that U.S.D. #298 Board of Education approve the extension of Stephen Koch's contract as Lincoln Elementary School Principal to include the 2018-2019 school year. Aye-7 No-0
47. Motion by TJ Jonsson, seconded by Patti Walters, that U.S.D. #298 Board of Education accept the resignation of Nancy Koch, LES Teacher, at the conclusion of the 2016-17 school year. Aye-7 No-0

48. Under the Board Information Request portion of the meeting, it was decided that Dual Sports Participation will be brought back next month with coaches in attendance. Tonight's basketball games prevented the attendance of coaches at the meeting for discussion of this topic.
49. Motion by Patti Winters, seconded by Rhonda Wright, that the meeting be adjourned. Aye-7 No-0

Time: 10:23 p.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President