

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION**  
Buhler Unified School District #313, Reno County, Buhler, Kansas  
**Monday, January 11, 2021**

**1. Call to Order**

Superintendent Cindy Couchman called the regular Board of Education meeting to order at 6:00 P.M. at the Buhler High School Library.

**2. Invocation**

Board member Matt McCabe gave the invocation.

**3. Roll Call**

Board Members present: Miranda Engelken, Monte Cross, Tim Lackey, Todd Carr, Greg Lackey, Matt McCabe and Laura Meyer Dick.

Board Members absent:

Administration present: Superintendent Cindy Couchman and Director of Finance Shane Hecox

Administration absent:

Others present: Wendy Neill, Clerk of the Board; Joyce Raya and Vicky Richardson, BNEA; Aaron Deitchler, Samantha Neill and Michael Ellegood, BHS; Clint Summers, Building Control Systems; Hanna Lehr and Sam Pahls, 2021 Horizon Award winners; Scot Wolfington (via Zoom), Coonrod & Associates; and Lucky Kidd, Ad Astra Radio.

**4. Organization of the Board of Education for 2021**

**A. Election of Board President**

Board member Miranda Engelken nominated Laura Meyer Dick to serve as Board President. Nomination was seconded by Todd Carr.  
Motion carried. (7-0)

**B. Election of the Board Vice-President**

Board member Dr. Tim Lackey nominated Greg Lackey to serve as Board Vice President. Nomination was seconded by Monte Cross.  
Motion carried. (7-0)

**5. Statements from the Audience**

There were no statements from the audience.

**6. Approval of the Agenda**

It was recommended that the Board add agenda items:

9H i – Resignation of Classified Staff  
9H ii – Employment of Classified Staff  
9H iii – Transfer of Staff

Motion (1) Monte Cross, (2) Matt McCabe to approve the agenda as amended.

Motion carried. (7-0)

**7. Special Recognition**

Mrs. Couchman introduced Hanna Lehr and Sam Pahls, the 2021 Horizon Award winners. Sam started his teaching career at Buhler Grade School

as a physical education teacher. He transferred this year to teaching physical education at Prairie Hills Middle School and Buhler High School. Hanna teachers at Buhler High School in the English/Language Arts department. This award honors exemplary teachers who have completed their first year of teaching. Only 32 teachers are selected each year. Congratulations to each of them!

January is School Board Appreciation month. Mrs. Couchman recognized our Board members for the hard work and dedication each of them gives to serving our students, staff and patrons.

## 8.

### **Administrative Reports**

#### A. Director of Finance

- The KPERS audit was completed and we have an \$11,000 adjustment to make. This audit will be done again in four years.
- Busby, Ford, Reimer LLC has started work on our 2019-2020 financial audit. They hope to have a report ready for the board at the February meeting.
- Our KSDE audit will be done in April 2021.

#### B. Superintendent

- Mrs. Couchman shared that coming back from Christmas break we have 12 positive Covid cases and 50 in quarantine.
- The State has received the second round of CARES Act money. This money should arrive late January. USD 313's portion of those funds is \$937,000. There are rules for the use of these funds and they must be used by September of 2023. Some options for using the funds could include K-12 summer school, after school tutoring programs to address learning loss through remote learning and improved ventilations systems in our buildings.

#### D. Board

The Board had nothing to report.

## 9. **Consent Agenda**

### a. **Approval of minutes**

It was recommended the Board approve the minutes of the regular meeting on December 14, 2020.

### b. **Building Financial Reports**

It was recommended that the Board approve the financial reports from each building.

### c. **Resignation of Licensed Staff**

It was recommended that the Board approve the resignation of the following licensed staff:

- i) Katie Van Zant, fourth grade teacher at Buhler Grade School, effective at the end of the 2020-2021 school year.
- ii) Libby Fisher, Ag teacher at Buhler High School and Prairie Hills Middle School, effective at the end of the 2020-2021 school year.

### d. **Resignation of Supplemental Staff**

It was recommended that the Board accept the resignation of Robyn Tech from the ESL Coordinator position at Buhler Grade School at the end of the 2020-2021 school year.

**e. Employment of Supplemental Staff**

It was recommended that the Board approve the employment of Robin Blasi as the Head Assistant Wrestling coach at Buhler high School. This is a \$525 off-schedule supplemental and will be added to his current supplemental contract.

**f. Adult Meal Prices**

It was recommended that the Board approve the increase in adult meal prices based on the federal reimbursement rates for the Summer Food Service program regulations. The breakfast price will increase from \$2.40 to \$2.50 and the lunch price will increase from \$4.15 to \$4.35 effective immediately.

**g. Gifts and Grants**

It was recommended that the Board accept the following gifts and grants:

- i) \$400 to Kara Bunce at Buhler Grade School from Heartland Credit Union for the CASH (Celebrate Academic Success with Heartland Credit Union) Grant.
- ii) \$425 to Buhler Grade School preschool from Commerce Bank. This is to be used for outdoor classroom equipment.
- iii) \$2336 from the Kathy and Mike Juby Donor Advised Fund to USD 313 to help fund a coaching salary.
- iv) \$400 to the BHS Swim Team from PowderKeg Fireworks.

**h. Other**

**i) Resignation of Classified Staff**

It was recommended that the Board accept the resignation of Jess Loret, custodian at Buhler High School, effective January 8, 2021.

**ii) Employment of Classified Staff**

It was recommended that the Board approve the employment of Doug Collins, regular route bus driver. He will work a minimum of 2 hours per day at the \$25 per hour rate. He will begin on January 13, 2021.

**iii) Transfer of Staff**

It was recommended that the Board approve the transfer of Nina Peters from mid-day custodian at Buhler High School to the Assistant head day custodian position at Buhler High School. This transfer will include a \$1.00 per hour raise making her hourly wage \$10.60 per hour.

Motion (1) Tim Lackey, (2) Todd Carr to approve the consent agenda as amended.

Motion carried.

(7-0)

**10. ACT Report**

Michael Ellegood, Buhler High School principal and Cindy Couchman, Superintendent, gave a report to the Board on the latest ACT test results.

**11. BHS Dual Credit Government**

Aaron Deitchler, BHS teacher, shared the proposal to add a dual credit American Government course at Buhler High School. This course will be offered as college credit through Hutchinson Community College.

Motion (1) Todd Carr, (2) Tim Lackey to approve the proposal to add a dual credit American Government course at Buhler High School.

Motion carried.

(7-0)



## **12. BHS Advanced Photojournalism**

Samantha Neill, BHS teacher, shared the proposal to add an Advanced Photojournalism course at Buhler High School.

Motion (1) Greg Lackey, (2) Miranda Engelken to approve the proposal to add an Advanced Photojournalism course at Buhler High School.

Motion carried.

(7-0)

## **13. UV HVAC System Update**

Scot Wolfington of Coonrod & Associates joined the meeting by Zoom. He shared his thought on the UV HVAC system and his suggestions moving forward. It was agreed that a committee with representatives from each group (district, Coonrod & Associates, BCS and CM3) should meet to discuss the responsibility of each group and work towards a solution that is suitable for all parties.

## **14. Extension of Modified FFCRA (Families First Coronavirus Response Act)**

It was recommended that the Board approve extending the modified FFCRA as proposed through March 31, 2021.

Motion (1) Todd Carr, (2) Greg Lackey to approve the extension of the modified FFCRA as proposed through March 31, 2021.

Motion carried.

(7-0)

## **15. Virtual School Application**

It was recommended that the board approve for the district to apply for intent to open a virtual school.

Motion (1) Monte Cross, (2) Tim Lackey to approve for the district to apply for intent to open a virtual school.

Motion carried.

(7-0)

## **16. Professional Development Council (PDC) Report**

It was recommended that the Board approve the Professional Development points as presented. Board member Miranda Engelken reviewed the points. Points were approved for Marlene Schroeder.

Motion (1) Miranda Engelken, (2) Greg Lackey to approve the Professional Development points as presented.

Motion carried.

(7-0)

## **17. RCEC (Reno County Education Cooperative) Update**

Mrs. Couchman shared an update from Reno County Education Cooperative. She had reports on the funding of special education through the State as well as our costs for special education services through RCEC.

## **18. Treasurer's Report**

Mr. Hecox shared the financial reports. He also shared that he appreciates the work of the budget sub-committee.

## **19. Reading and Approval of Bills**

Shane Hecox presented the following checks for approval: checks #57692 - 57831 in the total amount of \$1,274,938.04.

Motion (1) Monte Cross, (2) Todd Carr to approve the issuance of checks #57692 - 57831 in the total amount of \$1,274,938.04.

Motion carried.

(7-0)

## 20. Budget Sub-Committee Report

The budget sub-committee has set some long-range goals for the district. Those goals include having 12% of the general budget in contingency (approximately \$2.4 million) and to maintain a balance of one million dollars in the capital outlay budget. The district is doing a good job of working towards these goals. We hope to end the year with \$800,000 in contingency. Some factors that have helped increase this balance include an increase in our Local Option Budget, CARES Act funds and personnel cuts that were made at the end of last year. We continue to evaluate our capital outlay needs and budget as well.

## 21. Executive Session – Legal Matters

Motion (1) Monte Cross, (2) Greg Lackey at 8:00 pm that the Board of Education go into executive session to discuss legal issues pursuant to the exception for matters which would be deemed privileged in the attorney client relationship under KOMA and the open meeting will resume at 8:05 pm. No binding action will be taken while in executive session and Cindy Couchman, Shane Hecox and Stan Hill are invited to attend.

Motion carried.

(7-0)

Stan Hill entered the meeting via phone at 8:00 pm.

The Board of Education reconvened in regular session at 8:05 pm.

Motion (1) Greg Lackey, (2) Miranda Engelken at 8:05 pm that the Board of Education go into executive session to discuss legal issues pursuant to the exception for matters which would be deemed privileged in the attorney client relationship under KOMA and the open meeting will resume at 8:10 pm. No binding action will be taken while in executive session and Cindy Couchman, Shane Hecox and Stan Hill are invited to attend.

Motion carried.

(7-0)

The Board of Education reconvened in regular session at 8:10 pm.

Stan Hill left the meeting at 8:10 pm.

## 22.

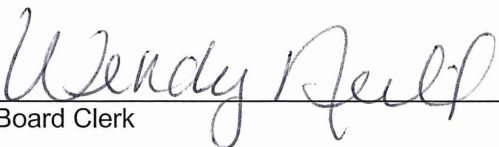
### Other

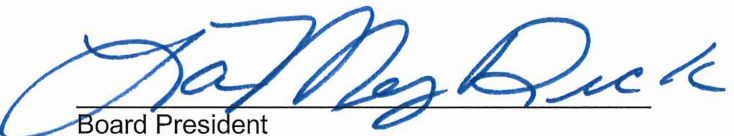
There were no other items.

## 23.

### Adjournment

The meeting was adjourned at 8:12 pm.

  
Board Clerk

  
Board President