

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION**  
Buhler Unified School District #313, Reno County, Buhler, Kansas  
**Monday, July 9, 2018**

- 1. Call to Order**  
Superintendent Mike Berblinger called the regular Board of Education meeting to order at 6:00 P.M. at the Burkholder Administrative Center.
- 2. Invocation**  
Board Member Greg Lackey gave the invocation.
- 3. Roll Call**  
Board Members present: Greg Lackey, Monte Cross, Laura Meyer Dick, Marilyn Bolton, and Cliff Wray.  
  
Board Members absent: Matt McCabe and Vernon Goerl  
  
Administration present: Superintendent Mike Berblinger, Business Manager Dr. Perry McCabe and Assistant Superintendent Cindy Couchman  
  
Administration absent:  
  
Others present: Wendy Neill, Clerk of the Board; Kyle McClure, Integration Specialist; Keith and Stacy Rose, Braden Rose, Dylan Morrell, Jessica Morrell, Clay Eckert, Jacki and Bret Eckert, Trenton Hopkins, Shawna Hopkins, Kyle Sides, Mike Zeyen, Ryan Neill, Bob Neill, Willie Adkins, Blythe Adkins – BHS Track and Field; Paul Erickson, Admin; Vicky Richardson and Kara Voss, BNEA; Jack Conkling, Todd Fredrickson, PHMS; Senator Ed Berger; Heidi Harris, UV Teacher; Rod Zook; and Lucky Kidd, KSKU Radio.
- 4. Organization of the Board of Education for the 2018-2019 School Year**  
A. Election of the Board President  
Motion (1) Greg Lackey, (2) Cliff Wray to elect Laura Meyer Dick to serve as Board President for the 2018-2019 school year.  
Motion carried. (5-0)  
  
B. Election of the Board Vice President  
Motion (1) Cliff Wray, (2) Monte Cross to elect Marilyn Bolton to serve as Board Vice President for the 2018-2019 school year.  
Motion carried. (5-0)
- 5. Statements from the Audience**  
There were no statements from the audience.
- 6. Special Recognition**  
A) Mr. Berblinger and the Board of Education recognized Buhler High School head track coach Willie Adkins and the 2018 BHS Boys team for their team state championship. Several boys contributed to this championship. Coach Adkins introduced the athletes and the assistant coaches who were present. 2018 was a great year in track and field as six school records were set. Coach Adkins thanked the athletes, their parents, and the Board for their dedication and support of the program. Coach Adkins was also named 4A State Boys Track and Field Coach of the Year. Senator Ed Berger presented Coach Adkins with a Senate

Tribute for the State Championship as well as Coach Adkins honor as Coach of the Year.

B) Mrs. Couchman introduced Heidi Harris, fifth grade teacher at Union Valley Elementary School. Heidi was named a National Finalist for the Presidential Award of Excellence in math and Science Teaching. Mrs. Harris spoke about the selection process and the 3 days she was able to spend in Washington DC as she accepted the award and attended and Education Stem Summit. She was thankful that as they attended these meetings the policy makers were willing to allow the educators to be a part of the discussions. Mrs. Harris thanked the Board, the administration and her teaching peers for pouring into her and making her who she is in the classroom. She credited those around her for her success. Senator Ed Berger presented her with a Senate Tribute for being named a PAEMST National Finalist.

## 7. **Approval of the Agenda**

It was recommended that the Board add Consent Agenda Item 90 – USD 313 Annual and Vacation Leave Overview.

Motion (1) Marilyn Bolton, (2) Greg Lackey to approve the agenda as amended.

Motion carried.

(5-0)

## 8. **Administrative Reports**

### A. Business Manager

\* Dr. McCabe reported that he has been busy closing out the 2017-2018 fiscal year and working on the next year's budget. He will attend the budget workshop on July 18<sup>th</sup>.

### B. Superintendent

\* Mr. Berblinger thanked the Board for remembering him and his family at the loss of his mother.

\* Reno County is replacing culverts on Buhler/Haven Road right now. They will begin resurfacing soon but the road should remain open.

\* The sale of Obee School is still being negotiated.

\* The new school year is approaching quickly. Mr. Berblinger has visited all of the buildings and custodians feel like they are in good shape. New teachers will report on August 8 and all-staff orientation will be August 13.

\* Mr. Berblinger asked when the Board would like to do their annual facility tour. They prefer to do that when students are back in school. A date will be set later.

### C. Assistant Superintendent of Learning and Instruction

\* August 9 the Board members and their spouses are invited to join the new teachers and administration at PHMS for the New Teacher Dinner.

\* Mrs. Couchman shared her appreciation of the administrative staff and the way that they work together as a team.

\* Online enrollment will open on July 23. Charlene Cooper has worked hard to get this going.

\* Training for K-2 staff will be next week on the new Phonics curriculum.

\* Our Preschool programs are full with a waiting list. It is exciting to see the interest in the program and the support of the district is wonderful.

The administrative team will have a summer advance later in July. Jimmy Casas will be the feature speaker.

### D. Board

\* No report.

9.

**Consent Agenda**

**a. Approval of minutes**

It was recommended the Board approve the minutes of the regular meeting on June 25, 2018.

**b. Building Financial Reports**

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

**c. Appointments by the Board of Education as Required by State Statutes**

- i. Clerk of the Board (Wendy Neill) and Deputy Clerk (Dr. Perry McCabe)
- ii. Treasurer of the Board (Christy Redd) and Assistant Treasurer (Ted Cunningham)
- iii. Official KPERS Agent (Donna Kleinschmidt)
- iv. Designated School Food Service Representative (Kay Cox) and Hearing Officer (Perry McCabe)
- v. Designated Administrator of Federal Programs (Cindy Couchman)
- vi. Designated Building Administrators to report truancy to appropriate authorities (All Building Principals and Assistant Principals)
- vii. Designated ADA Compliance Officer (Cindy Couchman)
- viii. School District Attorney (Stan Hill)
- ix. Designated Official Newspaper (The Hutchinson News)

**d. Consideration of Resolutions Required by State Statutes**

- i. Annual waiver of generally accepted accounting principles (GAAP waiver)
- ii. Authorizing the business manager to pay bills prior to board approval
- iii. Assuring compliance with the Title VI, Title VII, Title IX and Section 504
- iv. Affixing bonds for treasurer and others
- v. Determining depositories of all school district funds for 2018-2019
- vi. Determining the date, time and place for board of education meetings for the 2018-2019 school year
- vii. Resolution establishing petty cash funds
- viii. Authorization for the high school and middle school principals to collect and oversee the accounting and deposit of gate receipts in the activity fund.
- ix. Authorization to dispose of school property values at \$5,000 or less.
- x. Authorization to refinance bonds
- xi. Establishing the School Term for the District

**e. Motion to rescind any and all policy statements from the Minutes of all Board meetings during 2017-2018**

It was recommended that All policy statements found in the minutes of USD 313 Board of Education special and regular meetings prior to June 30, 2018 be rescinded and that the Board adopt the district policy manual as recommended by the Superintendent of Schools to govern the school district during the 2018-2019 fiscal year, subject to periodic review, amendment and revision by the Board of Education.

- f. Resignation of Classified Staff**  
It was recommended that the Board accept the resignation of Jennifer Williams, CARES Club Director at Union Valley Elementary School, effective June 25, 2018.
- g. Resignation of Supplemental Staff**  
It was recommended that the Board accept the resignation of Brittany Warner, Buhler High School Assistant Girls soccer coach.
- h. Employment of Supplemental Staff**  
It was recommended that the Board approve the employment of Courtney Klassen as the PHMS Stuco Sponsor. She will be placed in Column D and Level 1 of the Supplemental Salary Schedule with a salary of \$1,820.
- i. Membership for Smoky Hill Education Service Center**  
It was recommended that the Board approve the associate membership with Smoky Hill Education Service Center. The amount of this membership is \$3,166.80.
- j. Membership for Kansas Association of School Boards**  
It was recommended that the Board approve the 2018-2019 membership dues to Kansas Association of School Boards in the amount of \$11,295.93.
- k. Adoption Agreement and Consultant Service Contract with KASB**  
It was recommended that the Board approve the Adoption Agreement and Consultant Service Contract between Kansas Association of School Boards Legal Assistance Fund and USD 313. The fee for this service is \$2,100.00.
- l. Schools for Fair Funding Member Dues and Litigation Support**  
It was recommended that the Board approve the 2018-2019 dues and litigation support fee for the Schools for Fair Funding, Inc. in the amount of \$12,007.28.
- m. Handbook Updates for 2018-2019**  
It was recommended that the Board approve the following updated handbooks:
- i) Certified Staff Handbook (new)
  - ii) Substitute Handbook
  - iii) Classified Handbook
  - iv) Administrative Handbook
- n. Acceptance of Gifts and Grants**  
It was recommended that the Board accept the following gifts/grants:
- i) \$250 from Buhler Education Foundation to Union Valley Elementary for Summer Relationship Building with UV Students. This money is to be used by staff to stay connected with students and provide them with opportunities they otherwise would not have access to.
  - ii) \$2500 from Buhler Education Foundation to the B-Well committee. This money will be spent on incentives for participation in the wellness program.
- o. Other - USD 313 Annual and Vacation Leave Overview**  
It was recommended that the Board approve the updates on the USD 313 Annual and Vacation Leave Overview. The Business Manager position was listed in the wrong category.



Motion (1) Greg Lackey, (2) Marilyn Bolton to approve the consent agenda as amended.  
Motion carried. (5-0)

10.

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

It was recommended that the Board approve the Professional Development points as presented. Board Member Cliff Wray reviewed the points. Points were approved for John Clark, Bernetta Burkhart, Kristy Adams, Robyn Tech, Kiley Schmidt, Cindy Couchman, Jeff Comer, Ashley Ediger, Greg Froese, Julie Goering, Rachel Harder, Courtney Klassen, Amie Leslie, Angela McDonald, Amber Neighbor, Samantha Neill, Letitia Petitjean, Brenda Smart, Amanda Stambaugh, Shannon Vieyra, Jeff Voss, Kara Voss, Brittany Warner and Letha Warner.

Motion (1) Cliff Wray, (2) Marilyn Bolton to approve the Professional Development points as presented.  
Motion carried. (5-0)

11.

### **Interactive WhiteBoards**

Kyle McClure, District Integration Technology Specialist, presented a proposal to the Board for new Interactive White Boards for the Kindergarten through 2<sup>nd</sup> grade classrooms. An integration team researched several options and decided that the Smart Interactive Display would meet the classroom needs. It was recommended that the Board approve the purchase of 24 Smart Boards with a cart, which includes a 5-year subscription to Smart Learning Suite Software.

Motion (1) Greg Lackey, (2) Marilyn Bolton to approve the purchase of 24 Smart Boards with a cart, which includes a 5-year subscription to Smart Learning Suite Software, pending adequate funds in the budget.

12.

### **Project Based Learning – Prairie Hills Middle School**

Jack Conkling, teacher at PHMS, shared the proposal to add Project Based Learning to the 6<sup>th</sup> grade curriculum during Seminar time. Ginger Lewman came to the school and had training for the teachers. Todd Fredrickson and Jack Conkling answered questions from the Board.

Motion (1) Monte Cross, (2) Cliff Wray approved the proposal to implement Project Based Learning into the sixth grade curriculum during Seminar time at Prairie Hills Middle School.  
Motion carried. (5-0)

13.

### **Illegal and Controlled Substance Policy**

It was recommended that the Board approve the Illegal and Controlled Substance policy for the district.

Motion (1) Greg Lackey, (2) Marilyn Bolton to approve the Illegal and Controlled Substance policy for the district with an edit on the consent form to be renamed the Buhler Schools Policy. This needs to clearly state that this document follows the student from 7-12 grade.  
Motion carried. (5-0)

14.

### **Illegal and Controlled Substance Random Testing Procedure and Policy**

It was recommended that the Board approve the Illegal and Controlled Substance Random Testing Procedure and Policy as presented. The Board would like specifics on the number of students to be tested.

Motion (1) Greg Lackey, (2) Cliff Wray to approve the Illegal and Controlled Substance Random Testing Procedure and Policy as presented.

Motion carried. (5-0)

**15. Reading and Approval of Bills**

Dr. Perry McCabe presented the following checks for approval: checks #53398 - 53498 in the total amount of \$937,286.06.

Motion (1) Marilyn Bolton, (2) Monte Cross to approve the issuance of checks #53398 - 53498 in the total amount of \$937,286.06.

Motion carried. (5-0)

**16. Treasurers Report**

Dr. Perry McCabe shared the Treasurers Report and district reports. The General Fund is negative because we are waiting on State payment that did not come until July. That deposit will be entered as of June 30 and a new report will be given to the Board.

**17. Approval of Bids on Lease Purchase**

Dr. Perry McCabe shared the bids that were received for the purchase of transportation and maintenance vehicles. He corrected the information that he shared last month. This will cover the cost of 5 mini-buses instead of the 3 that were first reported. It was recommended that the Board accept the bid from Prairie Bank of Kansas.

Motion (1) Monte Cross, (2) Marilyn Bolton to accept the bid from Prairie Bank of Kansas for the lease purchase of transportation and maintenance vehicles.

Motion carried. (5-0)

**18. Board Policy Updates**

It was recommended that the Board approve the updates on the following Board Policies:

- a) Procurement Policy
- b) FC – Memorials, Funerals & Naming of District Facilities
- c) GBRGB – Tutoring for Pay

Motion (1) Greg Lackey, (2) Monte Cross to approve the update on the board policies as presented.

Motion carried. (5-0)

**19. 2018-2019 School Calendar - FINAL**

It was recommended that the Board approve the final draft of the 2018-2019 school calendar.

Motion (1) Marilyn Bolton, (2) Greg Lackey to approve the final draft of the 2018-2019 school calendar.

Motion carried. (5-0)

**20. Executive Session - Personnel**

Motion (1) Greg Lackey, (2) Monte Cross at 8:03 pm that the Board of Education go into executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA and the open meeting will resume at 8:13 pm. No binding action will be taken while in executive session and Mike Berblinger, Dr. Perry McCabe and Cindy Couchman are invited to attend.

Motion carried. (5-0)

The Board of Education reconvened in regular session at 8:13 pm.

Motion (1) Marilyn Bolton, (2) Laura Meyer Dick at 8:13 pm that the Board of Education go into executive session to discuss an individual employee's performance pursuant to non-elected personnel exception under KOMA and the open meeting will resume at 8:18 pm. No binding action will be taken while in executive session and Mike Berblinger, Dr. Perry McCabe and Cindy Couchman are invited to attend.  
Motion carried. (5-0)

The Board of Education reconvened in regular session at 8:18 pm.

21.

**Classified and Administrative Wages**

It was recommended that the Board approve the classified and administrative wages for the 2018-2019 fiscal year, effective in July for classified staff and at the start of the contract year for administrative staff.

Motion (1) Cliff Wray, (2) Monte Cross to approve the classified and administrative wages for the 2018-2019 fiscal year, effective in July for classified staff and at the start of the contract year for administrative staff.  
Motion carried. (5-0)

22.


**Other**

There were no other items for discussion.

23.

**Adjournment**

The meeting was adjourned at 8:20 pm.

  
Board Clerk

  
Board President