

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION**  
Buhler Unified School District #313, Reno County, Buhler, Kansas  
**Monday, August 13, 2018**

- 1. Call to Order**  
Board President Laura Meyer Dick called the regular Board of Education meeting to order at 6:00 P.M. at the Burkholder Administrative Center.
- 2. Invocation**  
Board President Laura Meyer Dick gave the invocation.
- 3. Roll Call**  
Board Members present: Greg Lackey, Monte Cross, Laura Meyer Dick, Marilyn Bolton, Matt McCabe, Vernon Goerl and Cliff Wray.  
  
Board Members absent:  
  
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; Samantha Neill, KTOY; John Clark and Ambrosia Carlton BHS FFA; Kara Voss and Vicky Richardson, BNEA; and Lucky Kidd, KSKU Radio.
- 4. Statements from the Audience**  
There were no statements from the audience.
- 5. Special Recognition**  
Mr. Berblinger introduced Buhler High School Ag Education teacher John Clark. Mr. Clark shared that many students had received certificates from the Kansas Department of Agriculture. He explained the requirements for the students to earn each certificate. Eight students earned the Kansas Agriculture Skills and Competencies Certificate, one student earned the Plant Systems and Competencies Certificate and three earned the Animal Science Skills and Competencies Certificate. Ambrosia Carlton was present at the meeting and was recognized for earning the comprehensive certificate and the animal systems certificate. Other students who were not able to attend were Brenton Cooke, Faith Finney, Jacob Milburn, Adisehn Richardson, Lawson Schultz, and Lane Werth. One student, Daisy Beck, earned all three certificates. Congratulations to these students, as well as the instructors!
- 6. Approval of the Agenda**  
It was recommended that the Board add Consent Agenda Item 8Gx – Employment of Classified Staff.  
  
Motion (1) Greg Lackey, (2) Marilyn Bolton to approve the agenda as amended.  
Motion carried. (7-0)

7.

## **Administrative Reports**

### **A. Business Manager**

- \* Dr. McCabe shared about student accident insurance options.
- \* ESSDACK has added an Employee Assistance Plan to the insurance coverage that we have.
- \* Dr. McCabe and Mr. Berblinger traveled to Topeka for a budget review with Craig Neuenswander and Dale Dennis. They received some great tips as they finalized the budget.

### **B. Superintendent**

- \* The sale of Obee School is still being negotiated.
- \* The resurfacing project on Buhler/Haven road should begin soon. They will not close the road to traffic but will be limited to a one lane road.
- \* Mr. Berblinger thanked the Board for being at the new teacher dinner and the back to school orientation.
- \* Our preliminary enrollment numbers are down from last year.
- \* Mr. Berblinger asked the Board to think about a date to have a facility tour and planning session. The budget hearing will be scheduled for August 29<sup>th</sup>.
- \* The post-secondary success charts were shared. The KSDE website has more information if anyone is interested in looking at the building reports.

### **C. Assistant Superintendent of Learning and Instruction**

- \* Mrs. Couchman thanked First National Bank for providing the Crusader Pop socket for our staff at the orientation.
- \* The orientation day went well. Thank you to the Board for being there and also to each of the presenters. Tomorrow will be a great day of learning and the Board is welcome to attend any of the sessions.
- \* It takes a great team to put together the back to school activities in the district. Many people work on committees, provide office support, deliver speeches and present sessions for professional development. Each one of those people are important in the process and the district thanks each person for their role in making the back to school days exceptional!

### **D. Board**

- \* The Board was thankful for the opportunity to meet new teachers at the New Teacher Dinner and to be included in the back to school activities.
- \* Board Vice President Marilyn Bolton was able to spend a couple of days visiting teachers as they were back in their classrooms.
- \* Board member Matt McCabe congratulated the Buhler Singers for their work putting together their music for the Orientation.

8.

## **Consent Agenda**

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

It was recommended the Board approve the minutes of the regular meeting on July 9, 2018.

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

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

### **c. Resignation/Retirement of Classified Staff**

It was recommended that the Board accept the resignation/retirement of the following classified staff:

- i. Cynthia Friesen, resignation from dishwasher at Buhler High School
- ii. Cecil Wheeler, retirement from custodian at Buhler Grade School.
- iii. Susie Arnold, resignation from paraprofessional at Prairie Hills Middle School.

**d. Resignation of Supplemental Staff**

**Minutes of all Board meetings during 2017-2018**

It was recommended that the Board accept the resignation of the following Supplemental staff:

- i. Megan Kline, BHS assistant debate and forensics coach.
- ii. Kaylee (Guffey) Yutzy, PHMS assistant 7<sup>th</sup> grade girl's basketball coach.
- iii. Aaron Deitchler, BHS assistant baseball coach

**e. Transfer of Classified Staff**

It was recommended that the Board approve the transfer of Maria Sabin from substitute bus driver to regular route bus driver. She will be paid \$14.40 per hour for 3.5 hours per day.

**f. Transfer of Supplemental Staff**

It was recommended that the Board approve the transfer of Tom Barber from Head 8<sup>th</sup> grade girl's basketball coach to Head 7<sup>th</sup> grade boy's basketball coach at Prairie Hills Middle School. His salary will not change.

**g. Employment of Classified Staff**

It was recommended that the Board approve the employment of the following Classified Staff:

- i. James White, activity bus driver. He will work as needed at a wage of \$11.00 per hour.
- ii. Teresa Collier, main dish cook at Buhler Grade School. She will work 6.5 hours per day at a wage of \$12.75 per hour.
- iii. Tanner Poyner, evening custodian at Buhler high School. He will work 8 hours per day at \$9.00 per hour.
- iv. Deborah Blake, evening custodian at Buhler Grade School. She will work 8 hours per day at \$10.80 per hour.
- v. Jennifer Kneisel, Shining Stars Assistant at Plum Creek Elementary. She will work 8 hours per day at \$9.00 per hour.
- vi. Vickie Henke, CARES Club Aide at Plum Creek Elementary. She will work 3 hours per day at \$9.85 per hour.
- vii. Brayden Witthuhn, CARES Club Aide at Plum Creek Elementary. He will work 3 hours per day at \$8.50 per hour.
- viii. Taylor Perry, CARES Club Aide at Union Valley. She will work 3 hours per day at \$8.50 per hour.
- ix. Patrick Samms, dishwasher at Buhler High School. He will work 4.5 hours per day at \$9.30 per hour.
- x. Bailey Unruh, CARES Club Aide at Buhler Grade School. She will work 3 hours per day at \$8.50 per hour.

**h. Employment of Supplemental Staff**

It was recommended that the Board approve the employment of the following Supplemental Staff:

- i. Brad Boor, Assistant 7<sup>th</sup> grade football coach at PHMS. He will be placed in Column D and Level 1 with a salary of \$1,820.
- ii. Sierra Michelstetter, Head 8<sup>th</sup> grade girl's basketball coach at PHMS. She will be placed in Column C and Level 7 with a salary of \$3,380.

- iii. Adam Willis, Assistant boys track coach at PHMS. He will be placed in Column D and Level 10 with a salary of \$2,990.
- iv. Aaron Deitchler, Assistant volleyball coach at BHS. He will be placed in Column C and Level 2 with a salary of \$2,370.
- v. Kelsey McClure, Assistant 8<sup>th</sup> grade volleyball coach at PHMS. She will be placed in Column D and Level 1 with a salary of \$1,820.

**i. Acceptance of Gifts and Grants**

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

- i) \$400 from KU School of Education to Samantha Neill to be used in her classroom.
- ii) \$1000 grant for Curriculum in Agriculture Science Education supplies/equipment from ADM in Hutchinson to Buhler FFA Chapter and Ag Department.
- iii) \$500 grant from The Phoenix Fund of the Blue Mountain Community Foundation to Buhler Grade School to assist students of poverty.
- iv) \$500 Cabela's gift card from Techline Lighting to be used by the Trap Shooting Club and the Fishing Club at BHS (\$250 each).
- v) School supplies from the Hutchinson Fire Department donated to Union Valley, Prairie Hills Middle School and Plum Creek.

**j. Approval of Lunch Prices**

It was recommended that the Board approve the increase in adult lunch prices to \$3.65. This is necessary to meet the requirements of the Food Service Program that the charge be equal to the reimbursement rate for free lunches.

**k. Approval of Milk Bids**

It was recommended that the Board accept the bid for school milk from Hiland Dairy Foods.

**l. Dillon Nature Center Contract**

It was recommended that the Board approve the contract with Dillon Nature Center for the 2018-2019 school year.

**m. Credit Card Review**

It was recommended that the Board review the list of employees with Mid-Kansas Credit Union Visa cards and their credit limits.

**n. Other**

There were no other items for the consent agenda.

Motion (1) Monte Cross, (2) Marilyn Bolton to approve the consent agenda as amended.

Motion carried. (7-0)

**9. Professional Development Council (PDC) Report**

It was recommended that the Board approve the Professional Development points as presented. Board Member Vernon Goerl reviewed the points. Points were approved for Letitia Petitjean and Diana Harmony.

Motion (1) Vernon Goerl, (2) Cliff Wray to approve the Professional Development points as presented.

Motion carried. (7-0)



- 10. Kansas Teacher of the Year Report**  
Samantha Neill, 2018 Kansas Teacher of the Year, shared about her year serving as Kansas Teacher of the Year. She was able to travel and visit several colleges, attend professional development opportunities around the country and network with many other State Teachers of the Year. She shared a video of pictures highlighting some of her adventures throughout the year. She will speak at the Regional KTOY banquets in September and in November will hand the torch to the next KTOY. She will wrap up her year in January 2019 at the championship football bowl game.
- 11. Reading and Approval of Bills**  
Dr. Perry McCabe presented the following checks for approval: checks #53499 - 53633 in the total amount of \$963,089.02.  
  
Motion (1) Marilyn Bolton, (2) Cliff Wray to approve the issuance of checks #53499 - 53633 in the total amount of \$963,089.02.  
Motion carried. (7-0)
- 12. Treasurers Report**  
Dr. Perry McCabe shared the Treasurers Report and district reports. The balance in Capital Outlay should remain steady until January when we receive our payment from the State. The Budget Summary is only showing expenditures since the budget has not been entered yet.
- 13. Budget Review**  
Dr. Perry McCabe reviewed the proposed budget with the Board.
- 14. Approval to Publish Budget**  
It was recommended that the Board give approval to Dr. McCabe to publish the budget as reviewed.  
  
Motion (1) Greg Lackey, (2) Vernon Goerl to publish the budget as reviewed.  
Motion carried. (7-0)
- 15. District Crisis Plan**  
Mr. Berblinger shared the District Crisis Plan with the Board. For the safety of our students and staff this is not a plan to be shared publicly. Our schools will be required to have monthly crisis drills along with the mandatory fire and tornado drills. It was recommended that the Board approve the District Crisis Plan as presented.  
  
Motion (1) Marilyn Bolton, (2) Monte Cross to approve the District Crisis Plan as presented.  
Motion carried. (7-0)
- 16. Executive Session - Personnel**  
Motion (1) Vernon Goerl, (2) Greg Lackey at 7:41 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 7:46 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. (7-0)

The Board of Education reconvened in regular session at 7:46 pm.

17.

**Approval of Special Meeting**

It was recommended that the Board approve a Special Meeting to be held August 29, 2018 for a Budget Hearing.

Motion (1) Monte Cross, (2) Cliff Wray to approve a Special Meeting to be held August 29, 2018 at Union Valley Elementary School, 12:00 pm, for a Budget Hearing.

Motion carried.

(7-0)

18.


**Other**

There were no other items for discussion.

19.

**Adjournment**

The meeting was adjourned at 7:47 pm.

  
Board Clerk

  
Board President