

**MINUTES OF REGULAR MEETING OF THE BOARD OF EDUCATION**  
Buhler Unified School District #313, Reno County, Buhler, Kansas  
**Monday, October 8, 2018**

**1. Call to Order**  
Board Vice-President Marilyn Bolton called the regular Board of Education meeting to order at 6:00 P.M. at the Burkholder Administrative Center.

**2. Roll Call**  
Board Members present: Monte Cross, Laura Meyer Dick (via phone), Marilyn Bolton, Vernon Goerl and Cliff Wray.

Board Members absent: Greg Lackey and Matt McCabe

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; Kara Voss and Vicky Richardson, BNEA; Christina Henson, Swindoll, Janzen, Hawk & Loyd, LLC; Jana Moler and Morgan Starkweather, KTOY nominees; Mary Clarkin, Hutch News; Greg Cyrier and Kyle McClure, District Technology.

**3. Invocation**  
Board Member Cliff Wray gave the invocation.

**4. Statements from the Audience**  
There were no statements from the audience.

**5. Approval of the Agenda**  
It was recommended that the Board approve the agenda as presented.

Motion (1) Monte Cross, (2) Cliff Wray to approve the agenda as presented.

Motion carried. (5-0)

**6. Special Recognition**  
The Board recognized the District KTOY nominees, Jana Moler and Morgan Starkweather. These ladies were recognized at the KTOY Regional Banquet on Saturday, September 8, 2018. They shared with the Board their reflections of the application process and the banquet. They are both honored to be chosen as our district nominees and felt supported as educators. The Board is proud of them and thankful for their daily influence on our students.

Board Member Matt McCabe entered the meeting at 6:07 pm.

**7. Administrative Reports**  
A. Business Manager  
\* Dr. McCabe shared the 2018-2019 Estimated Percentage of New Funding report that is submitted to the state. This report shows where all of the new funding for the year is budgeted.

B. Assistant Superintendent of Learning and Instruction

\* Mrs. Couchman shared that the State will provide funding for all Juniors to take the ACT or Work Keys test for the first time. These tests will be offered in February. Students will receive more information closer to the testing date.

\* The professional development last week went well. The team leaders did a great job.

C. Superintendent

\* We had a minor, non-injury bus accident last week. The district is working on a plan for communication with parents when an event occurs that will cause bus delays.

\* During the summer months, a first-impressions group from Chapman visited Buhler. They held a Buhler Town Hall meeting last Monday and shared their observations. They shared a lot of positive feedback. Great job to our maintenance, yard crew and custodians for making sure our facilities are in great condition.

\* Kansas Education Commissioner Randy Watson will be in the District November 1<sup>st</sup> from 10:00 to 11:30 am for a tour of our facilities.

\* The Buhler High School 2017-2018 Wrestling team was recently notified that they were the 4A Academic State Champions. Congratulations to the team for their hard work in the classroom as well as on the mat.

D. Board

\* Board Member Monte Cross also serves on the planning committee for the Buhler Frolic. He said that the event went well. Thank you to the District for their participation and for allowing activities in the buildings.

\* The BHS football team was invited to take part in a Fields of Faith activity after the football game Friday night at Circle High School. The team and many spectators joined at midfield and were led by Buhler alum Matt Ingram.

\* Board Member Cliff Wray said the outdoor classroom at Plum Creek is looking great.

\* Congratulations to the BHS girls tennis team, Regional Champions. Best of luck to the ladies going to compete in State this weekend.

8.

**Consent Agenda**

**a. Approval of minutes**

It was recommended the Board approve the minutes of the regular meeting on September 10, 2018 and the special meeting on September 25, 2018.

**b. Approval of Building Financials**

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

**c. Retirement of Licensed Staff**

It was recommended that the Board accept the retirement of Cynthia Neufeldt, PE teacher at Buhler Grade School, effective at end of the 2018-2019 school year.

**d. Employment of Classified Staff**

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

- i) Teresa Daines, bus driver. She will work 3.5 hours per day at a rate of \$14.00 per hour.
- ii) Briana Couch, evening custodian at Prairie Hills Middle School. She will work 8 hours per day at a rate of \$9.00 per hour.
- iii) Lane Archer, evening custodian at Plum Creek Elementary School. He will work 8 hours per day at a rate of \$9.00 per hour.

**e. Employment of Supplemental Staff**

It was recommended that the Board approve the employment of the following supplemental staff:

- i) Susan Blubaugh, PHMS Scholar's Bowl coach. She will be placed on Level 1 of Column F with a salary of \$780.
- ii) Aaron Deitchler, BHS Head softball coach. He will be placed on Level 1 of Column B with a salary of \$3,380.

**f. Transfer of Classified Staff**

It was recommended that the Board approve the transfer of Kristi Winters from Kindergarten Paraprofessional at Plum Creek Elementary to Food Service at Union Valley Elementary. She will work 7 hours per day at \$10.85 per hour.

**g. Updated Classified Wage Schedule**

It was recommended that the Board approve the updated Classified Personnel Entry Level Wage Schedule. Licensed Practical Nurse is being replaced with Health Aide.

**h. Acceptance of Gifts and Grants**

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

- i) \$400 from Commerce Bank to Buhler Grade School to be used by the Preschool program.

**i. Out of State Travel**

It was recommended that the Board approve the out of state travel request from Buhler FFA to attend the 2018 National FFA Convention, October 23-27<sup>th</sup> in Indianapolis, Indiana. Sixteen FFA members and four FFA advisors will attend the convention. They are requesting that the District cover transportation and substitute expenses for this week.

**j. Early Graduation Request**

It was recommended that the Board approve the request from Mason Lipford for Early Graduation.

**k. Other**

There were no other items for the consent agenda.

Motion (1) Vernon Goerl, (2) Monte Cross to approve the consent agenda as presented.

Motion carried.

(6-0)

**9. Audit Report**

Christina Henson from Swindoll, Janzen, Hawk and Loyd, LLC presented the audit report to the Board. There were a few prior conditions that need to be corrected but there were no new findings for the year.

**10. Network Changes**

Kyle McClure presented the idea of an open Wi-Fi network to the Board. He shared the reasons for looking into this option as well as the risks that may be involved in this. Greg Cyrier was also present to answer questions from the Board. This item was for information only.

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

It was recommended that the Board approve the Professional Development points as presented. Board Member Monte Cross reviewed the points. Points were approved for Rachel Babcock, Cyndi Bowman, Jeff Comer, Amy Delaney, Stephen Duarte, Shelly Emmerich, Carla Goertzen, Jill Goertzen, Jason Kohls, Erin Graber, Janea Gray, Courtney Klassen, Amy Kraus, Chris Mason, Amber Neighbor, Samantha Neill,

Andrea Pope, Olivia Rice, Heather Sazama, Nicky Schafer, Brenda Smart, Letha Warner, and Anna Wray. The reflection points from the August 13 Professional Development day were also reviewed.

Motion (1) Monte Cross, (2) Matt McCabe to approve the Professional Development points as presented.  
Motion carried. (6-0)

**12. 2018-2019 Draft Calendar**

The district calendar committee has been working on a draft calendar for the 2019-2020 school year. Mr. Berblinger shared the proposed calendar with the Board and answered their questions. The teachers have a copy of this draft and have been asked to give feedback to their building representative that serves on the calendar committee. The District would like to have a final draft to give to the Board for approval at the November meeting.

**13. Board Policy**

The Board reviewed the proposed changes to the Board Policy IDA-R. It was recommended that the Board approve the policy.

Motion (1) Laura Meyer Dick, (2) Monte Cross to approve Board Policy IDA-R as proposed.  
Motion carried. (6-0)

**14. Review of Planning Session**

Mr. Berblinger reviewed the proposed District priorities that the Board considered at the special meeting in September. Upon approval, Mr. Berblinger and the administration will take the top three priorities (Culture, Resources, Meet the Needs of All Students) and write goals for the school year.

Motion (1) Cliff Wray, (2) Matt McCabe to approve the priorities of the District for the school year.  
Motion carried. (6-0)

**15. Communities That Care Survey – Data**

Mrs. Couchman shared the results of the Communities That Care Survey that is taken by students in 6<sup>th</sup>, 8<sup>th</sup> and 10<sup>th</sup> grades. To learn more about this survey visit <http://kctcdata.org/>.

**16. Chronic Absenteeism Report**

Mrs. Couchman shared the data from the Chronic Absenteeism Report. This is a federally mandated report. Chronic absenteeism is defined as missing 10% or more of the school year. We have been reporting some of the data incorrectly in the 7-12 grades. We should be including all activities that take students out of the classroom, including sports and other school sponsored activities. While our data has looked very good compared to the State averages, we anticipate that we will be closer to that average when we correct the reporting. We have to continue to monitor students who fall into this category and find ways to help the problem.

**17. Reading and Approval of Bills**

Dr. Perry McCabe presented the following checks for approval: checks #53800 - 53980 in the total amount of \$543,555.53.

Motion (1) Laura Meyer Dick, (2) Vernon Goerl to approve the issuance of checks #53800 - 53980 in the total amount of \$543,555.53.  
Motion carried. (6-0)

18.

**Treasurers Report**

Dr. Perry McCabe shared the Treasurers Report and district reports.

The Board took an 8-minute recess at 8:05 pm.

19.

**Executive Session - Personnel**

Motion (1) Cliff Wray, (2) Matt McCabe 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 8:28 pm. No binding action will be taken while in executive session and Mike Berblinger is invited to attend. Motion carried. (6-0)

The Board of Education reconvened in regular session at 8:28 pm.

20.

**Other**

There were no other items for the Board.

21.

**Adjournment**

The meeting was adjourned at 8:29 pm.

  
Board Clerk

  
Board President