

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

REGULAR MEETING

MINUTES

BOARD OF EDUCATION OFFICE
MONDAY, APRIL 2, 2018
7:00 P.M.

Board Members:

D. Bell
M. Breneman
J. Eckhart
TJ Jonsson
R. Wright
D. Zachgo

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Stephen Koch, LES Principal
Christi Walter, LJSHS Principal
Brenda White Karen Niemczyk
Debbie Breneman Dylan Babcock
Elizabeth Sheldon John Battenhoff
Brian Myers Katy Black
Shawyna Myers

1. The meeting was called to order at 7:00 p.m. by President, Monty Breneman.
2. Motion by David Bell, seconded by Rhonda Wright, to adopt the agenda.
Aye-6 No-0

7:01 p.m. Patti Winters arrived.
3. Brian Myers addressed board members regarding student safety due to incidents that have occurred recently across the nation. He feels a resource officer would benefit local schools. He called attention to a website called *COPS*. This is a site for assistance when more secure measures are needed for schools and also, information on grants and funding.

7:04 p.m. During the above presentation, Steve Ryan and Jerry Maringhagen arrived at the meeting.
4. Motion by Jeana Eckhart, seconded by TJ Jonsson, to approve the minutes of the Regular Meeting on March 5, 2018, the Special Meeting on March 13, 2018, and the Special Meeting on March 16, 2018. Aye-7 No-0
5. Motion by Rhonda Wright, seconded by Jeana Eckhart, to accept the Treasurer's Report and Clerk's Report. Aye-7 No-0

Mr. Breneman reminded board members that the spreadsheet from Mrs. Knapp is available for review at their respective chairs.

6. Motion by Patti Winters, seconded by Jeana Eckhart, to accept the bills for payments. Aye-7 No-0
7. Debbie Breneman, LES Library Media Specialist, presented circulation statistics on the 200 students she serves in the Lincoln Elementary School population. She reviewed reading program statistics and covered many other jobs and roles she fills for LES and the district. U.S.D. #298 Lincoln belongs to the Central Kansas Library System and Debbie outlined how maintaining a library card through CKLS allows staff and students the ability to search for specific books and materials. Mrs. Breneman reported that the annual Book Fair during Parent Teacher Conferences was very successful again this year. Lincoln Elementary School earned \$1,600 in scholastic dollars.
8. Karen Niemczyk, Director of Special Education for the past 11 years, addressed the rising costs of Special Education and pointed out budget trends. She explained that legislators have failed to fund Special Education at the mandated 92 percent for many years. Districts are picking up the excess costs at the local level. With the decrease in federal funds, the Special Ed Coop can no longer remain status quo. Ms. Niemczyk stated that the "spend down theory" has been in practice for too many years. The need to address this shortfall with future increases back to local districts is now.
9. Kathy Robertson asked board members to review the amendment to 2017-18 Classified Employee Handbook. Front loading sick days for new employees will be discontinued and days will be earned per month after the probationary period is completed.
10. Information on 3M Security Window Film was recently sent to school districts by the fire marshal. This film would make glass shatterproof and prove most difficult to gain entry. Mrs. Robertson stated that it would cost \$40,000 for front windows of Lincoln Elementary School and \$90,000 for the Lincoln Jr./Sr. High School front glass.
11. The proposal for new stage curtains from A to Z Theatrical Supply and Service for Lincoln Elementary School was reviewed by board members. The bid included for original stage curtains and backstage curtains, delivered and installed for \$21,100. The current curtains have been hanging onstage since Lincoln Elementary School was constructed. They have been cleaned once and last treated in 1992. The condition of the curtains will prohibit further cleaning as they may deteriorate while being cleaned.

12. Kathy Robertson distributed the proposal from Schwerdtfager Masonry, LLC, for the Lincoln Elementary Storm Shelter masonry work and door conversion. This will include work in all four locker rooms and the addition of two hallway doors. This will be added to discussion items for the May meeting.
13. A draft copy of Chaperone Guidelines for Field Trips or Overnight Trips was distributed by Mrs. Robertson. Board members were asked to review this plan and she requested that everyone note the consent and requirement for the chaperone to sign. This will be brought back next month for further discussion and approval in June.
14. Brenda White presented her laptop, computer and shop lab PC proposal to board members. Financial figures were presented for a 3 year lease option as well as a 4 year option. Mrs. White stated that at the March District Technology Meeting, the needs portion indicated that current devices are aging. Staff indicated that they wish to remain the leaders in technology. The community has indicated that *Windows/Word* software is still preferred. With the continuation of budget cuts and lack of federal funds, such as REAP grants, funding needs becomes a bigger challenge each year. Chromebooks have been suggested for junior high students as a cost saving measure. Work will continue on the Lowes Grant for available funding as well as capital outlay funds. Monty Breneman stated that the Board discussed and agreed to concentrate on curriculum a couple of years ago. New English curriculum has been purchased but board members need to decide if this is the main area of focus at the present time. Discussion will continue at the May board of education meeting.
15. David Bell reported that Farm Bureau Association has kindly offered to donate \$800 toward the purchase of a freezer for the storage of meat in the Beef for School project. He also reported that he needs to get "the nuts and bolts" to restart this project. Mrs. Robertson agreed to begin the next step in this process by pricing commercial grade freezers.
16. Under the Legislative Update, Mrs. Robertson stated that the latest HB to be introduced would increase state aid per pupil. Hearings are scheduled for tomorrow on that topic. She also outlined the findings from Dr. Lori Taylor's recent study. Dr. Taylor had been hired by the legislators to conduct a second study on the outcome of the Needs Survey; hearing and testimony continue on the constitutional amendment; concern continues over the bill requiring districts to appoint a first responder or teacher to carry conceal. Local law enforcement conveyed to

administration if there is an active shooter situation in a building and law enforcement enter, they will be shooting the person holding the gun. * All schools establish an account for annual matching funds to update security. * Sparsity weighting would be added to 50 districts and 50 districts would lose impact. Any districts between 260 and 1622 students would be affected.

17. Kathy Robertson gave board members an update on the Mettner Field and Facilities project. Roy Davied completed dirt work by the end of March; Chad Walter has delivered the rock posts that will be used to form the fencing; Travis Schwerdtfager has indicated he will start the sidewalk in the next week; this section will contain the steel plates that were purchased by patrons and alumni; Patti Winters is working on ordering grass plugs. The PRIDE Grant awarded to the district will pay for all of the above projects. * U.S.D. #298 received three AEDs that were applied for through the Dane Hansen grant. * The insurance RFPs for have been sent out and proposals are due back on May 1, 2018, at 3:00 p.m. Interviews will be conducted by May 15, 2018, and selection by May 29, 2018. The Board will approve at the June 7, 2018, meeting. * The FEMA application has been submitted. * WeKan was not as successful as Mrs. Robertson had hoped. \$627 was the total collected. This project was included in the alumni mailing. Monty Breneman suggested a different approach. Additional grants will be written for this project.
18. Under the Principal's Report, Mr. Koch stated at the spring Parent Teacher Conferences held March 13 and 15, 187 out of 199 students (94%) were represented by their parents during the conference. Mr. Koch also reported that Mrs. Larsen and Mrs. Ford updated staff on requirements for meeting PDP points and deadlines; watched a webinar on ACT Aspire; and briefly looked into the *What Works Clearinghouse* of research-based curriculum. State assessment testing took place last week and will finish up this week with English Language Arts. Mr. Koch concluded by providing board members with a list of spring events for Lincoln Elementary School.

Christi Walter, Lincoln Jr./Sr. High School Principal, reported spring sports have begun. Numbers for baseball are 22 boys which includes the five boys coming from USD #299, softball has 13 girls participating and track has 13 boys and 9 girls. The Athletic Banquet was held last week. Student led Parent Teacher Conferences were held March 13 and 15 with 80 percent of students with a parent attending; junior high students had a 58 percent parent attending rate for traditional conferences. The new storage shed is completed and stands at the back of Lincoln Jr./Sr. High School. Appreciation was expressed to Mr. Lange

and his shop students for their work and expertise on this project. Mr. Long took students to a Powerlifting meet where the girls placed 2nd overall and the boys placed 7th. Mrs. Walter reported on the Civic Engagement Presentation in Topeka that Mr. Wolting had attended with five LJSHS students.

19. Jeana Eckhart, board member representing Lincoln County Recreation, stated that basketball season ended March 3, 2018. Potential changes on rules and regulations were discussed for the upcoming year to improve the 3rd, 4th, 5th and 6th grade basketball program. A coaches clinic, coaches Code of Conduct and standards will be addressed. The Little Dribbler portion of basketball that solely deals with working on skills and not competing for the younger participants, was very successful. Frisbee golf has all nine holes sponsored and basket goals in place along the course. The Recreation Board has decided to wait with the Tiny Tumblers program at the present time and focus on other areas. The past baseball clinic was successful and a future one is in the planning stages. The soccer goals were put up last weekend and the fields are ready. The PawPrint business at LJSHS is once again doing the team shirts. Rob Obermueller and Dale Romesburg are hosting a baseball skills clinic. Linda Haring is returning to do the coaching for a summer girls' softball team. The Recreation Department has had two applicants for the part time position and they have interviewed. The Chamber of Commerce has a one day softball tournament planned during Alumni Weekend. The Recreation Department will not be assisting with the Legion Zone Tournament.
20. Under the Community Access / Lincoln Recreation Proposal discussion item, community members have organized a men's basketball team. Mrs. Robertson and Mrs. Walter received phone calls about several different issues and violations of the Community Access Policy. Doors were blocked open, community people were in over spring break when the gym was closed, and it became apparent that rules were not understood. It has been proposed that the men's basketball be managed by the Recreation Commission like Adult Volleyball. It was the consensus of the board that if the Recreation Commission agrees, this just makes sense as the district is not a Health Club. This Community Access has become very time consuming and was never the intent of the Board of Education.
21. Kathy Robertson stated that Monday, April 16, 2018, is district inservice. Sheriff Mike Weigel and Undersheriff Dustin Florence, will be first on the agenda for the Crisis Management Plan with an overview of active shooter

training at each building. Staff will have the opportunity to walk through their buildings at the end of the law enforcement portion at their respective building. The inservice will continue with Joe Coles, bullying expert, of Coles Consulting Services, Cimmaron, Kansas, on bullying, relationships, strategies for staff and cyberbullying. Jennifer Barnhart, Ruby Payne trainer, of Topeka, will finish the second phase of the training for employees during the afternoon session of district inservice. The day will conclude with Joe Coles doing a parent/student session at 5:30 p.m. for one hour in the Lincoln Jr./Sr. High School Commons for parents and the general public.

22. Elizabeth Sheldon, School Nurse, followed up on the iDecide Curriculum that was first introduced to board members at the December 4, 2017, meeting. It was suggested at that time that this curriculum be taken to both Site Councils for approval. Mrs. Sheldon reported that most responses have been positive. Reasons given by parents is that they prefer their student get the information from a reliable source; it will give parents a framework to start discussion; this will be a way to open dialogue; there is a gap between elementary student information and high school; the more correct information from a reliable professional, the better. As always, there will be an opt out form provided for parents who wish that their students not take part in this curriculum. This item will be brought back for action at the May meeting.
23. Monty Breneman began the LES HVAC Engineering Recommendation portion of the meeting by reviewing information from the March meeting. Mr. Gerstmann and Fred Malicoat had presented information on the Baird units and window replacement at Lincoln Elementary School. Mrs. Robertson had on display on the front table a deteriorated steam trap from Lincoln Elementary School boiler system. Monty Breneman asked the board how they wanted to move forward as the district does not have the funds to simply write a check for this project. It was the consensus to ask the facilities committee to hold a discussion on funding at their next meeting. The district will hope the FEMA grant is approved and moves forward for tornado shelter.
24. Mrs. Robertson distributed the Lincoln Preschool Handbook, the Lincoln Elementary Handbook, the Lincoln Jr. High School Handbook, and the Lincoln Sr. High School Handbook, all in draft form. These will be brought back in May as an Action Item.

25. Mrs. Robertson stated that board members would find their invitations at their respective places for the KESA/TASN meetings. On April 12, 2018, Darla Smith, Smoky Hill Education Service Center, will chair the Leadership Team as they move forward with TASN. Recommendations to what curriculum would serve the district well will be discussed. This will be a five year relationship the district is starting with TASN and one of the goals is to learn more about district curriculum. This process should help this goal.
26. Monty Breneman asked board members their thoughts on moving forward with the Lincoln Elementary School upgrades. Mr. Breneman asked about the time frame and Mr. Koch said that the bid was to take out the glass tiles windows, put in rebar, set in with cement block and then brick over to match the exterior. After oxidation, the bricks will look very similar and be as strong as the existing building. The problem with the doors is that they are going to need to be custom made due to the low ceiling in the hallway and be custom framed. Mr. Koch rough guessed that it may possibly be a two week project. The consensus is to bring this project back as an action item in May.
27. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the PDP Handbook Addendums. Aye-7 No-0

9:09 p.m. Patti Winters left the meeting.
28. Motion by TJ Jonsson, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve a donation in the amount of \$250 to AfterProm. Aye-5 No-1

9:12 p.m. Patti Winters rejoined the meeting.
29. Motion by David Bell, seconded by TJ Jonsson, that U.S.D. #298 Board of Education accept check number 009483 in the amount of \$43.55 from the District Court of Lincoln County, Case No. 2015-JV-000004. Aye-7 No-0
30. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept check number 009492 in the amount of \$43.55 from the District Court of Lincoln County, Case No. 2015-JV-000004. Aye-7 No-0

9:13 p.m. The President called for a short break in the meeting.
9:20 p.m. The meeting resumed.

31. Motion by Patti Winters, seconded by Debora Zachgo, that U.S.D. #298 Board of Education go into executive session at 9:20 p.m. for 10 minutes with the Superintendent, Mrs. Walter and Mrs. Sheldon, for the purpose of discussing matters adversely or favorably affecting a student(s); and that the board return to open meeting at 9:30 p.m. in the Board of Education Conference Room. The executive session is required to protect the privacy interests of a student(s) who is identifiable. Aye-7 No-0

9:30 p.m. The Board returned to open meeting in the Board of Education Conference Room.

32. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 9:32 p.m. for 10 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 9:42 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

9:42 p.m. The Board returned to open meeting in the Board of Education Conference Room.

33. Motion by Jeana Eckhart, seconded by Debora Zachgo, that U.S.D. #298 Board of Education go into executive session at 9:43 p.m. for 20 minutes with the Superintendent and Mr. Koch for the purpose of discussing personnel matters for non-elected personnel; and that the Board return to open meeting at 10:03 p.m. in this room. The executive session is required to protect the privacy interests of identifiable individual(s). Vote: Aye-7 No-0

9:51 p.m. Mr. Koch left executive session.

10:03 p.m. The Board returned to open meeting.

34. Motion by Debora Zachgo, seconded by TJ Jonsson, that U.S.D. #298 Board of Education accept the resignation of Colleen Biggs, Junior High Cheerleading Sponsor, effective at the end of the 2017-18 school year. Aye-7 No-0

35. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the resignation of Shari Pittenger, Junior High Track Coach, effective at the end of the 2017-18 school year. Aye-7 No-0

36. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education hire Heath Brandyberry as K-12 Vocal teacher for the upcoming 2018-19 school year. Aye-7 No-0
37. There were no Board Information Requests from board members.
38. Motion by Jeana Eckhart, seconded by Patti Winters, that the meeting be adjourned. Aye-7 No-0

Time: 10:07 p.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President

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

SPECIAL MEETING

MINUTES

BOARD OF EDUCATION
CONFERENCE ROOM
WEDNESDAY, APRIL 4, 2018
7:00 A.M.

Board Members:

M. Breneman
J. Eckhart
TJ Jonsson
P. Winters
R. Wright

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Steve Koch, LES Principal
Christi Walter, LJSHS Principal
Brenda White

Special Meeting

1. The Special Meeting was called to order at 7:00 a.m. by Monty Breneman, President. Mr. Breneman stated that David Bell would not be in attendance at the meeting this morning.
2. Motion by Jeana Eckhart, seconded by Rhonda Wright, to adopt the agenda. Aye-5 No-0
3. Motion by TJ Jonsson, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go into executive session at 7:00 a.m. for 5 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the Board return to open meeting at 7:05 a.m. in the Board of Education Conference Room. The executive session is required to protect the privacy interests of an identifiable individual. Aye-5 No-0

7:03 a.m. Debora Zachgo arrived and joined executive session.
7:05 a.m. The Board returned to open meeting in the Board of Education Conference Room.
4. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the resignation of Janeen Feil, U.S.D. #298 Counselor, effective at the end of the 2017-18 school year. Aye-6 No-0
5. Motion by Patti Winters, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the out-of-state request of Steve Koch, Lincoln Elementary School Principal, to attend the 2018 Spring School Conference in St. Louis, Missouri. Aye-6 No-0

6. Kathy Robertson reminded board members of the goal setting session previously planned for Wednesday evening, April 11, 2018, at 5:30 p.m. Doug Moeckel from Kansas Association of School Boards will be leading this discussion. Dinner will be provided at 5:30 p.m. and the goal setting meeting will follow immediately.
7. Motion by Rhonda Wright, seconded by TJ Jonsson, that the meeting be adjourned.
Aye-6 No-0

Time: 7:15 a.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President

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

SPECIAL MEETING

MINUTES

BOARD OF EDUCATION OFFICE
WEDNESDAY, APRIL 11, 2018
5:55 P.M.

Board Members:

D. Bell
M. Breneman
J. Eckhart
TJ Jonsson
P. Winters
R. Wright

Others:

Kathy Robertson, Supt.
Greta Obermueller, Clerk
Doug Moeckel, KASB

1. Following dinner in the Board of Education Conference Room, the Special Meeting was called to order at 5:55 p.m. by the President, Monty Breneman.
2. Motion by David Bell, seconded by Jeana Eckhart, to adopt the agenda. Aye-6 No-0
3. Monty Breneman introduced Doug Moeckel, Kansas Association of School Boards, who led the Board of Education Goal Setting Workshop. Mr. Moeckel began the session by reminding board members that there are 286 districts in the state of Kansas. Districts are primarily in place to provide local input, determine local needs, local values, local leadership, and accountability of finance. Boards are comprised of people from all walks of life. It is not necessary to always like everyone, but board members must respect each other. All people have a different perspective because of a different past. Student success drives everything and students will always be the center focus. Immediate and long-range outcomes were derived from collaborative goal setting mini-sessions. Board members were reminded that the Superintendent's goal is to exercise their vision, their ideas, their policy. In conclusion, members agreed and ranked district strengths and then challenges before them. Mr. Moeckel reminded members that despite ever changing situations and hard decisions, USD 298 Lincoln has a great district and positive things happening daily. Mr. Breneman thanked Mr. Moeckel for his leadership and guidance this evening by traveling to Lincoln and leading this goal setting session. Mr. Moeckel will compile the responses from all board members and return to them in a report.

4. There were no Board Information Requests.
5. Motion by Jeana Eckhart, seconded by Rhonda Wright, that the meeting be adjourned. Aye-6 No-0

Time: 8:07 p.m.

Greta Obermueller, Clerk

Approved:

Monty Breneman, President