

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

**REGULAR MEETING**

**MINUTES**

**BOARD OF EDUCATION OFFICE**  
**MONDAY, MAY 7, 2018**  
**7:00 P.M.**

**Board Members:**

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

**Others:**

Kathy Robertson, Superintendent  
Greta Obermueller, Clerk  
Stephen Koch, LES Principal  
Christi Walter, LJSHS Principal  
Hillary Holeman  
Brenda White  
Nate Naasz

1. The meeting was called to order at 7:00 p.m. by President, Monty Breneman.
  2. Motion by Rhonda Wright, seconded by David Bell, to adopt the amended agenda.  
Aye-6 No-0
  3. There were no delegations present to address the Board of Education.
  4. Motion by Jeana Eckhart, seconded by TJ Jonsson, to approve the minutes of the regular meeting of April 2, 2018, and the special meeting of April 4, 2018, and the special meeting of April 11, 2018. Aye-6 No-0
  5. Motion by TJ Jonsson, seconded by Jeana Eckhart, to accept the Clerk's and Treasurer's Reports. Aye-6 No-0
- 7:02 p.m Daniel D. Metz arrived.
6. Motion by Rhonda Wright, seconded by Debora Zachgo, to accept the bills for payment. Aye-6 No-0
  7. Hillary Holeman, 9-12 Spanish Instructor, presented a power point presentation to board members that had been put together by her Spanish students on the Cinco De Mayo Celebration and related customs.
  8. Brenda White presented on Apptegy, the new website, along with the app that is ready to go live. She reported that it is now available and can be downloaded. As Mrs. White walked board members through the site, she clicked on the home page and the group picture of the Class of 2018 appeared. If something is posted on the Live Feed portion, it will also post on Twitter, Facebook, a text could be sent, etc. Anyone can download the app on their Apple or Android phone. She stated that it will take the place of School Messenger next year. The district entered into a three year contract with Apptegy.

7:12 p.m. David Gerstmann arrived.

9. Mr. Koch, Lincoln Elementary School Principal, addressed the board with a new concept in lieu of summer school. He reported that month long attendance has not been regular in the past with swimming lessons, vacations, family activities and the stigma that is sometime associated with summer school. Staff have suggested starting a pilot program this summer that would meet the needs of all children. Invitations were sent out to only first graders last week who would meet every other week for four weeks for an hour and one-half each time throughout the summer. Sessions may be held at various places including the Lincoln Carnegie Library, the Lincoln Art Center or the Lincoln Elementary School to work on all skills that need to be developed. If it is successful, the program may expand to other grades next year.
10. Kathy Robertson, Superintendent, updated board members on the new 2018 amendment that legislatures have just approved. It is now set for oral arguments. Kathy Robertson reviewed the information and amounts that various districts will receive pointing out the additional monies for USD #298 Lincoln will be \$45,941. Districts are no longer under the block grant.
11. Under the Superintendent's report, Kathy Robertson stated that the KSDE audit is completed for the 16-17 fiscal year. Rick Moen, state auditor, stated that records, accounts, and supporting documents were well maintained by district personnel. The quality assurance for test security and ethics gave the district exemplary marks and best testing results for state assessment testing in the district. Under the Mettner Field update, sidewalk construction is proceeding, Mr. Pittenger resurfaced the front walkway in the stadium with particle board after a student fell through earlier this month. Mrs. Robertson said that at last report several years ago, it would take \$85,000 to replace the wood in the stadium. The Request for Proposals have been received back at the district office on district insurance. Mrs. Robertson is asking for two board members to be on the insurance committee to interview the two companies that responded. The district has been successful in completing the fresh fruit and vegetable grant for the district with KSDE. MTSS Committee is going through a guide and overview. A recent leak in the district office made maintenance aware of the poor condition of the roof. Mrs. Robertson displayed a portion of roof that is soft and in disrepair. Geisler Roofing has been contacted for a quote.
12. Mr. Koch, Lincoln Elementary School Principal, reported that he had nothing further to report unless board members have questions. There being none, the meeting proceeded.
13. Mrs. Walter, Lincoln Jr./Sr. High School Principal, reported that she had nothing further to report unless board member have questions. There being none, the meeting proceeded.

14. Jeana Eckhart, Lincoln County Recreation Commission representative, reported that the Disc Golf Course Ribbon Cutting is set for June 1, 2018, Alumni weekend. \* The adult volleyball season is over, with a request that consideration be given to adding separate mens' and separate womens' volleyball teams in addition to co-ed teams next season. \* The baseball/softball forms have went out with enough participants to split teams and add additional coaches. \* Soccer was a bust this year with the cold and rainy weather but there is always next year. The Recreation Commission is considering a fence to keep vehicles off the soccer fields for the upcoming year. \* Chelsea Meyer has accepted the part time position with the Recreation Department. \* There is a strategic goal session being planned to work on a master plan which will include defining functions and duties of personnel. \* Mrs. Robertson had requested that the Recreation Commission take on the men's basketball for next winter. Much discussion has taken place on how the recreation commission can do this better or not have the same problems as the school. Jeana Eckhart reported that the commission is struggling with the logistics of this proposal, assuming liability and this not being a money making venture for the Recreation Commission. They have tabled at the present time but will revisit before next year. \* Jessica has requested a sno-cone machine and one will be purchased. \* A partial list of fees that will be paid by the Recreation Dept. this summer included American Legion, K-18 participant fees.
15. Under discussion items, Nate Naasz, Activity Director, stated that Craig Batchman, Activity Director for USD #299 Sylvan reached out to Lincoln several months ago about potential numbers for girls' softball in coming years. He contacted USD #298 Lincoln recently about a two year agreement to coop but mentioned USD #299 wanted to host with Coach Haring in her present head coach position. They would also need to terminate their arrangement with Wilson. Mr. Naasz reported that a meeting was held with Mark Obermueller, Susan Wollesen, Christi Walter and himself earlier to discuss. A decision would need to be made as soon as possible in order to do schedules and notify neighboring schools of the change in affiliation. If there is enough athlete interest, a junior varsity schedule might be investigated. Mr. Naasz reported that the baseball coop has been working well the last few years with baseball players traveling to Lincoln to participate.

7:35 p.m. Christi Walter left the meeting.
16. Mrs. Robertson reported that federal government regulations dictate the breakfast and lunch prices if school districts are subsidized or contributing from their general fund to supplement the food service program. Since USD #298 does supplement, it is being proposed meal prices go up the minimum of 10 cents per meal for the 2018-19 school year to stay in compliance.

17. Brenda White, Technology Coordinator, led discussion on K-12 laptops and PreK-12 Teacher laptops. All teacher laptops were purchased the same year. Mrs. White is looking into leasing hardware. The cost of insurance is included. The Technology Committee World says go Windows and Chromebooks, 7-8 google docs, sheets and slides. Seventh and eighth graders currently have Lenovas. A grant will be applied for through Lowes and also through Greenbush. Under the present technology policies, students still can bring their own technology, which helps the district financially. Mrs. White reported that there are about 20 students doing this at the present time. Mr. Brenemen stated that he understands the need for computers, but at what cost, is what he struggles with. I don't know if we can afford to do so. He questioned the cost of getting the district where we need to be. Brenda White reported that Denise of Greenbush had just recently notified her that the district's lease lit fiber was approved for a total amount of \$17,833 under e-rate.

7:58 p.m. Patti Winters arrived.

18. Mrs. Robertson presented an amendment in the 2017-18 classified employee handbook regarding no longer frontloading sick leave for employees when they are first hired. They will now earn sick leave each month.
19. Mrs. Robertson shared information on Security Door Devices. There are devices that can be used for locking doors from the inside but care must be taken to make sure they are fire marshal approved. There are two doors in the music room that we need FileSafe to come back and give attention to correct. She had introduced 3M™ Window Film to board members last month but wanted to report on the cost associated at the respective buildings. Lincoln Elementary School would require \$40,000 and \$30,000 at the Lincoln Jr./Sr. High School.
20. Mr. Steve Koch, Lincoln Elementary Principal, presented information on replacing the curtains on the stage including ropes and pulleys. The total for this project was \$21,100 for front and backstage flame retardant curtain. If the curtains can be replaced, Monty Breneman would encourage holding the High School Play at Lincoln Elementary School as opposed to the Lincoln Jr./Sr. High School due to more comfortable seating and a larger stage area. David Bell asked if this project could be treated like the stadium scoreboard, for example, someone or some organization would consider sponsoring or donating.
21. Kathy Robertson, Superintendent, reported that only one bid was received by noon on May 1, 2018, at the district office for the Lincoln Elementary School storm shelter masonry work and door conversion proposal. This will be paid out of the Capital Outlay line of the 2018-19 fiscal year. The work is to be completed sometime in July of 2018.

22. Proposed Chaperone Guidelines for Field Trips or Overnight Trips was distributed by Mrs. Robertson for review and approval at next month's meeting.
23. Smith Center and Rock Hills are currently doing the Beef to School projects in their communities. Mrs. Robertson distributed flyers that contained information on their programs. Lincoln Elementary School has stated they would use 740 lbs. of beef per year and Lincoln Jr./Sr. High School has said they would use 790 lbs per year. Three bids on a freezer from MJ Furniture, Lowes and Galaxy Equipment were reviewed by board members for the Beef to School Program. It was the consensus that the choice freezer would be the 25 cubic feet Crosley from MJ Furniture for \$949.00 but to wait to purchase until beef was available. Mrs. Robertson will check to see if the freezer can be added to the EPM system in case of electric failure.
24. David Gerstmann, member of the Facilities Committee, had a proposal that he presented to the Board of Education. He stated that 1.5 million dollar grant request from the County Windfarm money pool could alleviate several financial questions of funding for both USD #298 Lincoln and USD #299 Sylvan. With the 35 percent that is to be paid to both districts on an annual basis, this is an area he suggests be pursued. It was the consensus of the board to move forward and put together a draft proposal for this request.  
  
8:55 p.m. Christi Walter arrived.  
8:57 p.m. The President called for a short break in the meeting.  
9:02 p.m. The meeting resumed.
25. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education approve cooping softball with USD 299 Sylvan-Lucas for the 2018-19 season. Aye-7 No-0  
  
Monty Breneman thanked current coaches.
26. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education increase all district breakfast and lunch costs for students for the 2018-19 year by 10 cents. Aye-7 No-0
27. Motion by Patti Winters, seconded by Debora Zachgo, that U.S.D. #298 Board of Education host a staff appreciation luncheon on Monday, May 21, 2018, at 11:30 a.m. in the Lincoln Jr./Sr. High School Commons. Aye-7 No-0
28. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education host a retirement reception on Monday, May 21, 2018, at 2:00 p.m. at the Finch Theatre. Aye-7 No-0

29. Motion by TJ Jonsson, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve Kansas Association of School Board continued annual membership and utilization of the legal assistance services. Aye-7 No-0
30. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the iDecide Curriculum for the 2018-19 school year. Aye-5 No-2
31. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the updated Lincoln Preschool Handbook as proposed for the 2018-19 school year. Aye-7 No-0
32. Motion by Rhonda Wright, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the Lincoln Elementary School Handbook as proposed for the 2018-19 school year. Aye-7 No-0
33. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education approve the Lincoln Jr. High School Handbook as proposed for the 2018-19 school year. Aye-7 No-0
34. Motion by TJ Jonsson, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the Lincoln High School Handbook as proposed for the 2018-19 school year. Aye-7 No-0
35. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education accept restitution funds from the District Court of Lincoln County, Kansas, check number 009513 in the amount of \$43.55, Case No. 2015-000004. Aye-7 No-0
36. Motion by David Bell, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve the bid of Schwerdtfager Masonry, Inc. for locker room renovations and installation of FEMA rated storm doors at Lincoln Elementary School with all work to be completed after July 1, 2018, for a total cost of \$20,235. Aye-7 No-0
37. Motion by TJ Jonsson, seconded by Patti Winters, that U.S.D. #298 Board of Education go into executive session at 9:21 p.m. for 20 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 9:41 p.m. in the Board of Education meeting 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

9:41 p.m. The Board returned to open meeting.

Motion by Patti Winters, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go back into executive session at 9:42 p.m. for 15 additional 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 9:57 p.m. in the Board of Education meeting 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

9:57 p.m. The Board returned to open meeting.

38. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 9:58 p.m. for 20 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the Board return to open meeting at 10:18 p.m. in this room. The executive session is required to protect the privacy interests of identifiable individuals. Aye-7 No-0

9:58 p.m. Mr. Koch joined executive session.

10:01 p.m. Mr. Koch left executive session.

10:01 p.m. Mrs. Walter joined executive session.

10:18 p.m. Mrs. Walter left executive session.

39. Motion by David Bell, seconded by TJ Jonsson, that U.S.D. #298 Board of Education approve hiring Erin Suelter to fill the Lincoln Elementary School position effective for the 2018-19 school year with the contract to become effective January 2, 2019. Aye-6 No-1
40. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the following staff members for 2018 Class Reunion Summer Program: Jill Naasz, Kylie Erlich and Peg Falcon. Aye-7 No-0
41. Motion by Patti Winters, seconded by Debora Zachgo, that U.S.D. #298 Board of Education hire Cyndi Geisen as U.S.D. #298 Counselor for the 2018-19 school year. Aye-7 No-0
42. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education accept the resignation of Jason Curtis, as assistant High School football coach. Aye-7 No-0
43. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the coaches and sponsors for the 2018-19 school year as presented. Aye-7 No-0

44. There were no Board Information Requests.
45. Motion by Jeana Eckhart, seconded by David Bell, that the meeting be adjourned.  
Aye-7 No-0

Time: 10:22 p.m.

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Greta Obermueller, Clerk

Approved:

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Monty Breneman, President