

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

**REGULAR MEETING**

**MINUTES**

**BOARD OF EDUCATION CONFERENCE ROOM**  
**MONDAY, OCTOBER 1, 2018**  
**7:00 P.M.**

Board Members:

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

Others:

Kathy Robertson, Superintendent  
Greta Obermueller, Clerk  
Christi Walter, LJSHS Principal  
Stephen Koch, LES Principal  
Brenda White      Shari Pittenger  
Pam Curtis      Kris Heinze  
Katie Patee

1. The meeting was called to order at 7:00 p.m. by President, TJ Jonsson.
2. Motion by Monty Breneman, seconded by David Bell, to adopt the agenda. Aye-7 No-0
3. There were no delegations present to address U.S.D. #298 Board of Education.
4. Motion by Rhonda Wright, seconded by Jeana Eckhart, to approve the minutes of the regular meeting of September 4, 2018, and the special meeting of September 12, 2018. Aye-7 No-0
5. Motion by Jeana Eckhart, seconded by Monty Breneman, to accept the Clerk's and Treasurer's Reports. Aye-7 No-0
6. Motion by Patti Winters, seconded by Jeana Eckhart, to accept the bills for payment. Aye-7 No-0
7. Pam Curtis and Katie Patee, Junior High English and Science co-teachers, presented to the Board of Education from behind the newly constructed podium built by James Lange and his shop students for use in the Board of Education conference room. Both educators agreed that the Junior High Redesign, instituted by Mrs. Walter of moving all junior high classes to the east wing, have been good for the students and the teachers, as well. Mrs. Curtis stated that junior high students are not mini high schoolers and they have been treated as such in the past. Students do not typically struggle academically but they are with adaptability, work ethic, and time management. This arrangement of having all junior high teachers in close proximity is better for students and staff. The new schedule allows teachers the capability of having lunch together which enables 30 minutes of collaboration daily, if needed.

Chromebooks are now kept in the advisory room, which is in closer proximity than the library, and also helps with this new arrangement. Both teachers were very pleased that the first three weeks of school had no junior high students on the ineligible list.

8. Mrs. Robertson, Superintendent, reported that the September 20 headcount for the 2018-19 school year is 345. The district continues to maintain student enrollment numbers.
9. The Lincoln City Council met on Monday, September 10, 2018. Superintendent, Kathy Robertson attended, board members, Monty Breneman and Jeana Eckhart, and principals, Christi Walter and Steve Koch. Monty Breneman was the spokesperson and all school personnel felt that their request for contributing funds for the community storm shelter were positively received. On September 24, 2018, a special City Council meeting was held. After review of current expenses and their budget, the City turned down the request for funds for the community shelter by U.S.D. #298 Lincoln.
10. Kathy Robertson reported that the Mettner Field celebration thanking volunteers and workers at the September 14, 2018, football game was successful with perfect weather. David Bell commented that the crowd attending was very positive and appreciative about recent improvements.
11. Kathy Robertson, Superintendent, stated that October is Principals' Month. She thanked both Mr. Koch and Mrs. Walter for the great job they do in the district, the long hours they put in, and sharing that she truly appreciates them. \* Lincoln High School has been ranked as 1A for the upcoming year with a student count of 101 for classification purposes. \* Mrs. Robertson announced that the Lowes Grant has been submitted for the 9-12 laptops and she has received confirmation that the application has been received. \* An administrators' calendar was distributed to board members by Mrs. Robertson that is essentially an on call schedule for administrators for weekends throughout the remainder of the school year.
12. Mr. Steve Koch stated that his principal's report was included in the board packet but he wanted to thank Mr. and Mrs. Weber who volunteer in Mrs. Luck's classrooms each week. \* MTSS is on a rotation basis for Grades Kindergarten through sixth grade. \* Mrs. Wiebke is conducting and reaching out to Boy Scouts, and K-State Extension for 4-H activities in an effort to breathe new life into these organizations. \* Mr. Koch attended a conference at Greenbush on September 17, 2018, so Kellie Obermueller led the Trauma Informed Workshop. \* LES teachers really feel like the Trauma Informed training is good instruction. \* Trash bags continue to be sold by

LES Site Council and they will again do the alumni meal in June, both as fundraisers for the organization. LES site council will be selling PK – 6 grade school supply packets as a service project for the upcoming year. Lori Spear has created a link on the web page and through group buying through Greenbush, supplies will be ordered with preordering and prepayment. Site Council supplies would be available for pickup at enrollment in August. This is a service project and supplies will be sold at cost to parents. PE Day was well attended by parents as students enjoy sharing this day with them.

13. Mrs. Christi Walter also reported that her written information was included, but good things are happening at Lincoln Jr./Sr. High School as well. \* The record of the football team is not completely indicative of the positive things happening for Mr. Patee and his boys. \* The volleyball girls are improving each week and recently took third at the Tescott Tournament. \* Cross Country is doing great things with medal winners at each and every event. \* The school play this year will perform the student version of *Grease* which will showcase our students. \* Band and vocal programs are doing very well and showing growth. \* Vicki Lebien was awarded the Lunch Hero Award from ConAgra. Congratulations to Vicki and to our students who received many compliments from the host of people filming for this national award. \* Homecoming activities are this week. The number of candidates for king and queen have been reduced from five to three. \* LHS will compete as 1A this year. \* Mr. Lange took shop class students to Future Maker Mobile Maker Learning Lab, which was a problem solving creative venture with real life stations. A 3D computer was available and students had hands on experience. The district will be hosting and inviting Sylvan/Lucas and Tescott students to this same presentation in Lincoln. \* The recent inservice centered around Trauma Informed. Mrs. Walter concluded with the climate in the Junior High wing this year is different in a positive and upbeat way.
14. Nikki Flinn, representing Lincoln County Recreation, submitted a written report that was distributed by Mrs. Robertson.
15. Mrs. Robertson received an email from Angela Ditmer, KSDE food service consultant, that KN-Claim for the district has been approved. Ms. Ditmer is recommending that all adult lunch prices be set at a minimum of \$3.65. This USDA recommendation would increase USD #298 Lincoln adult lunches by fifteen cents. Monty Breneman suggested that we leave prices for the remainder of the school year, as they have been adopted for 18-19 year, and adjust accordingly for 2019-20. Mrs. Robertson distributed a survey of adult lunch prices for surrounding districts and USD #298 are the lowest. After discussion, this item will be brought back next month for further discussion.

16. Mrs. Robertson asked for clarification on supervision at athletic events. It was the consensus of the board that as long as one of the coaches drove a school vehicle to the event and had transportation available if a student was injured, that it was not necessary to send an additional staff member to each activity.
17. The Community Access was once again up for discussion as Mrs. Robertson explained that there was a situation in the weight room last Thursday. Upon notification, Mrs. Robertson made the decision to shut down community access. Staff are frustrated when arriving and have to clean up and straighten items after community members have used facilities. Lights and fans continue to be left on and members who have community access cards are letting in people who do not have cards and who are not eighteen years old. Liability issues for those being allowed in without cards was discussed. Administration spends countless hours watching film and calling card holders who are violating policy. A one year suspension was suggested for offenders. Board members feel this is a privilege, not a right. The majority of the board agreed to open the community access on October 8, 2018. If further problems arise, the community access will be shut down until the November board meeting.
18. Results from a survey on tuition reimbursement in other districts was distributed to board members last month. Different districts have different methods of reimbursement. The question was posed to ask if the Board of Education Foundation might be interested in assisting with a scholarship program or application for tuition reimbursement. What the district can afford will weigh heavily in the decision to fund. This item will be brought back next month for further discussion.
19. Mrs. Robertson reported to board members that Daniel D. Metz delivered a check from the L. Eileen Broberg Trust to USD #298 Lincoln for \$100,000 to be used for the required matching money for the FEMA storm shelter. Kathy Robertson will attempt to make contact with school districts that have built FEMA Storm Shelters. The district is awaiting a response from Economic Development on contributing funds.
20. The bids from the three different contractors for stadium reconstruction were reviewed and discussed. The low bid was from CBS Constructors of McCook, Nebraska for \$63,650. Comparisons were made as to what options and what upgrades would be included in each of the bids regarding size and materials. The lack of aluminum at the back of each row that would allow trash to fall under the stadium was a concern.

21. The bids for the three HVAC units for the kitchen, the commons and the library at the Lincoln Jr.Sr. High School were reviewed with \$16,320 being the low bid from Callabresi Heating and Cooling, Inc. They will be Trane with 12” tall curb adapters. They will not be direct fire units. Street Plumbing Heating and Electric was the second bid for Daikin units for \$16,500 and Pestinger Heating and Air Conditioning, Inc. was the third highest bidder with Lenox Energence for \$18,600.
22. TJ Jonsson stated that he had asked Fred Malicoat to be available by phone at the meeting tonight to answer board member questions. Mrs. Robertson placed Mr. Malicoat on speaker phone to discuss the additional \$30,000 for EPM charges and the additional structural engineering costs. Board members asked for a breakdown and itemization of all costs, including EPM costs. The catwalk may have to be added at a later time. Mr. Koch asked for clarification that if the catwalk is added at a later date, will the structural support be enough to hold the catwalk? Mr. Malicoat affirmed that there would be adequate structural support. The Board requested fees for this project. After discussion with Mr. Malicoat on the phone concluded, board members asked what had transpired that costs had tripled. Mrs. Robertson explained that Mr. Malicoat had bid an incorrect unit size, the correct units were much heavier so the roof will have to be reinforced. He neglected to include the costs of adding the new units to the EPM system which will require rewrite of software. The Board is requesting breakdown of cost information before moving forward with this project.
23. Mrs. Robertson stated that the preliminary design for the Lincoln Elementary School HVAC project was still slated for December 15, 2018. The Board of Education posed the question that if Mr. Malicoat has underestimated the current project for the Lincoln Jr./Sr. High School, will that happen for the Lincoln Elementary School project. The budget is limited and the district cannot absorb increases of this nature. Mr. Breneman asked Kathy Robertson if she could contact vendors directly for figures as we know the size of the units and what we need.
24. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve using \$106,170 district capital outlay dollars for a portion of the required matching FEMA grant to place a community storm shelter at the Lincoln Jr./Sr. High School. Aye-7 No-0
25. Discussion regarding the lower space on the kickplate area of the stadium bleachers at Mettner field where trash can fall through took place. David Bell asked Mrs. Robertson if she could make contact with the company and request that the aluminum be adjusted or rearranged to cover this area. If not, Mrs. Robertson will ask what the additional cost would be to enclose this area.

26. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the low bid from CBS Constructors of McCook, Nebraska, in the amount of \$63,500 for the aluminum plank replacements in Mettner Field Stadium. Aye-6 No-1
27. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the low bid from Callabresi, Salina, Kansas, for the three Trane HVAC units for the LJSHS project. Aye-7 No-0
28. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education accept the low bid from Elite Construction, Lincoln, Kansas, in the amount of \$12,150 and the additional security of system items required in the amount of \$7,503 to FileSafe for a total of \$19,653. In order to utilize the KSDE Safe and Secure Grant amount of \$6,442 awarded to the district approval of the preceding expenditures to construct the safe vestibule at Lincoln Jr./Sr. High School must be in place. Aye-6 No-1
29. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the bid from Geisler Roofing in the amount of \$12,637.50 for the west portion of the Board of Education Office roof. Aye-7 No-0
30. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve U.S.D. #298 Lincoln participating in the Kansas Department of Administration Setoff Program effective immediately. Due diligence will be used in trying to collect from parents first. Aye-7 No-0
31. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education appoint TJ Jonsson to act as the 2018 voting delegate for the annual KASB Convention to be held in Overland Park, Kansas, this year. Aye-7 No-0  
  
TJ Jonsson encouraged board members to attend the KASB Convention if their schedules permit. It is a golden opportunity to gain a lot of good information.
32. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education approve TJ Jonsson, Patti Winters, and Jeana Eckhart serving as representatives on the 2019-20 Negotiating Team. Aye-7 No-0
33. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the \$800 check from Lincoln County Farm Bureau Association to be used on the purchase of the chest freezer for the Beef to School meat project. Aye-7 No-0

TJ Jonsson expressed appreciation to the Farm Bureau Association for the freezer and to the patrons who have donated beef to the district schools.

34. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the membership of U.S.D. #298 in the Central Kansas Library System Admission to their Regional System of Cooperating Libraries. Aye-7 No-0

35. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept from The First United Methodist Church, Barnard, Kansas, check number 2672, in the amount of \$115.00 to be used for school supplies in both Lincoln Elementary School and Lincoln Jr./Sr. High School. Aye-7 No-0

TJ Jonsson expressed appreciation to the church for their generous gift and to those who help with expenses throughout the school year.

36. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education gratefully accept the gift of \$100,000 from the L. Eileen Broberg Trust to be used for the community storm shelter. Aye-7 No-0

David Bell expressed his thankfulness and appreciation to the L. Eileen Broberg family for their generosity.

37. Motion by Monty Breneman, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 9:00 p.m. for 15 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:15 p.m. in the Board of Education Conference room. The executive session is required to protect the privacy interests of identifiable individual(s). Aye-7 No-0

9:00 p.m. Mrs. Walter remained in executive session.

9:10 p.m. Mrs. Walter left executive session.

9:15 p.m. The Board returned to open meeting.

38. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go back into executive session at 9:15 p.m. for an additional 10 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:25 p.m. in the Board of Education Conference room. The executive session is required to protect the privacy interests of identifiable individuals. Aye-7 No-0

9:25 p.m. The Board returned to open session.

39. Motion by Rhonda Wright, seconded by Debora Zachgo, that U.S.D. #298 Board of Education accept the resignation of Jessica King, LES Kindergarten Teacher, at the end of the 2018-19 school year. Aye-7 No-0
40. Under the Board Information Request portion of the meeting, TJ Jonsson asked board members if they were interested in attending the 2018 KASB Annual Conference to be held in Overland Park, Kansas, November 30, 2018, through December 2, 2018.
41. Motion by Jeana Eckhart, seconded by Patti Winters, that the meeting be adjourned. Aye-7 No-0

Time: 9:26 p.m.

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Greta Obermueller, Clerk

Approved:

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TJ Jonsson, President