

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

REGULAR MEETING

MINUTES

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

Board Members:

D. Bell
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 Kris Heinze
Nancy Knapp

1. The meeting was called to order at 7:00 p.m. by President, Monty Breneman.
2. Motion by, Jeana Eckhart, seconded by Rhonda Wright, to adopt the amended agenda.
Aye-6 No-0
3. There were no delegations to address the board.
4. Motion by TJ Jonsson, seconded by David Bell, to approve the minutes for the end-of-the-fiscal year special meeting on June 29, 2018. Aye-6 No-0
5. Motion by Jeana Eckhart, seconded by Rhonda Wright, to accept the Clerk's Reports.
Aye-6 No-0
6. Motion by TJ Jonsson, seconded by Jeana Eckhart, to accept the Treasurer's Reports.
Aye-6 No-0

Nancy Knapp, Treasurer, was present and noted that the General Fund is showing a negative balance of -\$187,025.00. The State of Kansas will deposit that amount in district coffers on July 06, 2018. This money must be expended in the 2017-18 school year but will not be received until the 2018-19 school year. This practice has been in place for the past several years. She also directed attention to the Lebien Seeding and Fencing bill that came in this afternoon for planting grass at the improved area at Mettner Field. It will be paid out of this fiscal year's money but was not listed on the Handwritten Check list.

7. Motion by Rhonda Wright, seconded by Patti Winters, to accept the bills for payment.
Aye-6 No-0
8. Kathy Robertson shared with board members that Lincoln County Commissioners awarded a grant to USD #298 Lincoln at the commissioners meeting this morning in the amount of \$920,000 for the Lincoln Elementary School HVAC and window replacement project. Mrs. Robertson and the Board of Education expressed appreciation to the Lincoln County Commissioners for their ongoing support and commitment to district students.

9. Kathy Robertson distributed the draft Social Worker Job Description for board member review. This item will come back next month for discussion.
10. Kathy Robertson reported that Karen Niemcyk, Special Education Director for the Beloit Coop, had three funding proposals available at the last special education meeting for the upcoming school year. Proposal B was chosen by participating district superintendents. All options translate into districts contributing more dollars to Special Education Coop for the upcoming year.
11. Under the Mettner Field project update, Kathy Robertson reported that the grass is planted and this portion of the project is on the home stretch. A load of $\frac{3}{4}$ inch rock will be mixed with the screenings and spread in an effort to help with the erosion; cement bumpers will be added in the parking area. Mrs. Robertson is in the process of finding an electrician to wire and set the light poles. A workday will be scheduled for setting the post rocks that have been donated by Chad Walter.
12. Jeana Eckhart, board member representing Lincoln County Recreation, stated the Recreation Commission is in favor of bringing back the one time sign up for parents of participating athletes. Jessica Clay will be available at enrollment to start this process for the Rec. Discussion of the many events at the Post Rock Fall Festival and getting help to carry them through was on the agenda at the last meeting. In an effort to impede the difficulties experienced with parents and coaches this past season, the Recreation Department is looking to post rules at sporting events and/or hosting a sportsmanship session.
13. The language in the Drug and Alcohol Free and Workplace policy update has been restructured. The 21st Century Learning Grant is no longer in force so many of those requirements have been deleted in a red line draft. KASB Policy Updates were distributed to board members for review.
14. Under the USD #298 Lincoln Crisis Management portion of the meeting, Mrs. Robertson that she met with Ladonna Reinert and David Dohe this afternoon to discuss details of the plan. They both felt the plan was good and were surprised at the detail of the current proposal.
15. The Lincoln Elementary School Staff Handbook and the Lincoln Jr./Sr. High School Staff Handbook will both be brought back as action items for the August meeting. TJ asked about language in the LES Handbook regarding detailed lesson plans available for substitute teachers that might be duplicated in the LJSHS Handbook. He also asked about the updated Technology Policy.

16. The Beef to School flyer has been updated and Mrs. Robertson was instructed to move forward with the purchase of the freezer from M & J Furniture and Appliance. David Bell reported that there is beef lined up for the start of the school year. It was suggested that a year pass to USD #298 activities would be awarded to patrons donating beef for this exciting new project.
17. A list of committees that require board member service was reviewed by Monty Breneman. He encouraged all board members to volunteer to serve on one or two committees for the upcoming year so that the responsibilities are shared.
18. Under the Lincoln County Commissioner Update that the Lincoln County Commissioners gave a \$920,000 grant to USD #298 Lincoln, discussion was held on moving forward with the HVAC and window replacement project at Lincoln Elementary School. The district has engaged the services of Fred Malicoat of Malicoat Winslow, Engineers, Inc. for engineering drawings and specs. Action will need to be taken later to hire this firm so this project can move forward.
19. Motion by Rhonda Wright, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Greta Obermueller as Clerk of the Board for the 2018-2019 school year. Aye-6 No-0
20. Motion by Jeana Eckhart, seconded by TJ Jonsson, that the Board of Education of USD #298 appoint Norma Kobbeman as Deputy Clerk of the Board for the 2018-19 school year. Aye-6 No-0
21. Motion by David Bell, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Greta Obermueller to act as KPERS Agent for the 2018-19 school year. Aye-6 No-0
22. Motion by Patti Winters, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Nancy Knapp as Board Treasurer for the 2018-2019 school year. Aye-6 No-0
23. Motion by TJ Jonsson, seconded by David Bell, that the Board of Education of U.S.D. #298 appoint Daniel D. Metz as their attorney for the 2018-2019 school year. Aye-6 No-0
24. Motion by Rhonda Wright, seconded by Jeana Eckhart, that the Bank of Tescott, Citizens State Bank and Wilson State Bank be named as official depositories for school funds for the 2018-2019 school year. Aye-6 No-0

25. Motion by Patti Winters, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 appoint Kathy Robertson as Board Agent for investing idle funds for the 2018-2019 school year. Aye-6 No-0
26. Motion by Patti Winters, seconded by TJ Jonsson, that the *Lincoln Sentinel-Republican* be named as the official newspaper for legal publications for the 2018-2019 school year. Aye-6 No-0
27. Motion by Jeana Eckhart, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 appoint Kathy Robertson as Director of Food Service for the 2018-2019 school year. Aye-6 No-0
28. Motion by TJ Jonsson, seconded by Patti Winters, that U.S.D. #298 Board of Education appoint Stephen Koch as Director for Title Funds for the 2018-2019 school year. Aye-6 No-0
29. Motion by TJ Jonsson, seconded by Rhonda Wright, that the Board of Education of U.S.D. #298 establish the following meeting schedule for regular Board of Education meetings to be held in the Board of Education Office during the 2018-2019 school year:

August 6, 2018, at 7:00 p.m.	February 4, 2019, at 7:00 p.m.
September 4, 2018, at 7:00 p.m.	March 4, 2019, at 7:00 p.m.
October 1, 2018, at 7:00 p.m.	April 1, 2019, at 7:00 p.m.
November 5, 2018, at 7:00 p.m.	May 6, 2019, at 7:00 p.m.
December 3, 2018, at 7:00 p.m.	June 3, 2019, at 7:00 p.m.
January 7, 2019, at 7:00 p.m.	July 1, 2019, at 7:00 p.m.

Aye-6 No-0

30. Motion by David Bell, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Stephen Koch, as truancy officer for the Lincoln Elementary School for the 2018-2019 school year. Aye-6 No-0

Motion by David Bell, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Christi Walter, as truancy officer for the Lincoln Jr./Sr. High school for the 2018-19 school year. Aye-6 No-0

31. Motion by Jeana Eckhart, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Dale Chaffin, Insurance Planning, Inc., as their agent of record for property and liability insurance for the 2018-2019 school year. Aye-6 No-0

32. Motion by David Bell, seconded by TJ Jonsson, that the Board of Education of U.S.D. #298 establish the approved state mileage rate of 54.5 cents per mile for the 2018-2019 school year. Aye-6 No-0
33. Motion by Rhonda Wright, seconded by Jeana Eckhart, that the Board of Education of U.S.D. #298 adopt the 1,116 hour school year for 2018-2019. Aye-6 No-0
34. Motion by TJ Jonsson, seconded by Patti Winters, that the Board of Education of U.S.D. #298 approve petty cash amounts for the 2018-2019 school year as follows: \$800 for Lincoln Elementary School; \$1,000 for Board of Education Office, and \$1,300 for the Lincoln Jr./Sr. High School, all of which are monthly reimbursables. Aye-6 No-0
35. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education adopt Resolution 07-18-01 to Waive the Annual Requirement of General Accepted Accounting Principles and Fixed Asset Accounting to cover the 2017-2018 school year as follows:

WHEREAS, the Unified School District #298, Lincoln, Kansas, has determined that the financial statements and financial reports for the year ended 2017-2018 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) and not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board of Education or the members of the general public of the Unified School District #298, and

WHEREAS, there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120(a) for the year ended 2018.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of the Unified School District #298, Lincoln, Kansas, in regular meeting duly assembled this 2nd day of July, 2018, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District #298 Lincoln for the year ended 2018.

BE IT FURTHER RESOLVED that the Board of Education shall cause the financial statements and financial reports of the Unified School District #298 Lincoln to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Aye-6 No-0

36. Motion by Jeana Eckhart, seconded by TJ Jonsson, that the Board of Education of U.S.D. #298 adopt the following resolution: Be it resolved that all policy statements found in the minutes of this Board of Education Handbook prior to July 1, 2018, be rescinded, and that Board of Education adopt the policy manual as has been presented and recommended by the Superintendent of Schools, to govern this school district during the 2018-2019 school year, subject to periodic review, amendment and revision. Aye-6 No-0
37. Motion by Rhonda Wright, seconded by David Bell, that the Board of Education of U.S.D. #298 appoint Kathy Robertson, Freedom of Information Officer, for the 2018-19 school year. Aye-6 No-0
38. Motion by TJ Jonsson, seconded by David Bell, that the Board of Education of U.S.D. #298 appoint Greta Obermueller, Custodian of Records, for the 2018-19 school year. Aye-6 No-0
39. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education appoint Kathy Robertson as U.S.D. #298 Homeless Coordinator for the 2018-2019 school year. Aye-6 No-0
40. Motion by Jeana Eckhart, seconded by Patti Winters, that the Board of Education of U.S.D. #298 appoint Stephen Koch as Hearing Officer for Free and Reduced Lunches for the 2018-19 school year. Aye-6 No-0
41. Motion by TJ Jonsson, seconded by David Bell, that U.S.D. #298 Board of Education appoint Kathy Robertson as Compliance Coordinator for Federal Anti-Discrimination Laws including Title VI, Title VII, Title IX, American Disabilities Act (ADA) and Section 504 for the 2018-19 school year. Aye-6 No-0
42. Motion by Rhonda Wright, seconded by David Bell, that U.S.D. #298 Board of Education approve Early Payment Policy per K.S.A. 12-105B for the 2018-19 school year. Aye-6 No-0
43. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve Resolution No. 07-18-02 to Establish Home Rule as set forth in Addendum #4. Aye-6 No-0
44. Monty Breneman opened the floor for nominations for Board President. Patti Winters nominated TJ Jonsson for U.S.D. #298 Board of Education President for the 2018-19 school year and Jeana Eckhart seconded the nomination. Nominations ceased and TJ Jonsson was elected President of the Board of Education. Aye-5 No-1 (Abstain)

7:55 p.m. Debora Zachgo arrived.

45. Monty Breneman opened the floor for nominations for Vice-President. David Bell nominated Monty Breneman for U.S.D. #298 Board of Education Vice-President for the 2018-19 school year and Rhonda Wright seconded the nomination. Nominations ceased and Monty Breneman was elected Vice-President of the Board of Education. Aye-6 No-1 (Abstain)

TJ Jonsson assumed Board President duties for the remainder of the July 2, 2018, meeting.

46. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the destruction of antiquated records as the statutes and the Superintendent so determine. Aye-7 No-0
47. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve LHS Wrestling competing in the Red Cloud, Nebraska, meet on January 26, 2019. Aye-6 No-1
48. Motion by Monty Breneman, seconded by Patti Winters, that U.S.D. #298 Board of Education approve the early release of students on Wednesday, January 23, 2019, at 1:30 p.m. for the NPL Scholars Bowl. Aye-7 No-0
49. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the early release of students on January 14, January 15 and January 18, 2019, at 2:00 p.m. for the NPL Basketball Tournament. Aye-7 No-0
50. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve the early release of students on Monday, April 1, 2019, at 2:00 p.m. Aye-7 No-0
51. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 approve waiving admission fees for K-12 students at all activities specified by the Board of Education. Aye-7 No-0
52. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept the bid from CDWG in the amount of \$35,034.69 for the lease of 55 HP 250 G6 laptops for teachers and the lease of 7 HP desktop computers. Aye-7 No-0
53. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education accept the bid from CDI in the amount of \$17,570 for the lease of 55 HP 11 G5 Chromebooks and 15 HP EliteDesk Desktops for the LES Lab. Aye-7 No-0

54. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the bid from Worth Avenue Group in the amount of \$4,345 for a three year accidental/warranty on 55 HP G6 Chromebooks. Aye-7 No-0
55. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board accept restitution fund from the District Court of Lincoln County, Kansas, check number 009566 in the amount of \$84.42, Case No. 2015-JV-000004. Aye-7 No-0
56. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept a grant in the amount of a \$920,000 check upon receipt from Lincoln County Commissioners to be placed in a separate account for the LES HVAC and window replacements project. Aye-7 No-0
57. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education hire Fred Malicoat of Malicoat Winslow Engineers, Inc. for the Lincoln Elementary School HVAC and window replacement project and the Lincoln Jr./Sr. High School HVAC units on the gym and shop areas. Aye-7 No-0
58. Motion by Patti Winters, seconded by Monty Breneman, that U.S.D. #298 Board of Education go into executive session at 8:05 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 8:25 p.m. in the Board of Education Conference 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

8:25 p.m. The Board returned to open meeting.

Motion by Monty Breneman, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go back into executive session at 8:25 p.m. for an additional 20 minutes with the Superintendent for the purpose of discussing matters relating to employer-employee negotiations whether or not in consultation with the representatives of the body or agency; and that the board return to open meeting at 8:45 p.m. in the Board of Education Conference 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

8:45 p.m. The Board returned to open meeting.

Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education go back into executive session at 8:45 p.m. for an additional 10 minutes with the Superintendent for the purpose of discussing matters relating to

employer-employee negotiations whether or not in consultation with the representatives of the body or agency; and that the board return to open meeting at 8:55 p.m. in the Board of Education Conference 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

8:55 p.m. The Board returned to open meeting.

59. Motion by Patti Winters, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 8:55 p.m. for 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 9:05 p.m. in the Board of Education Conference Room. The executive session is required to protect the privacy interests of an identifiable individual(s). Aye-7 No-0

9:05 p.m. The Board returned to open meeting.

60. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. Board of Education approve Christi Walter and Kathy Robertson filling the vacant Activity Director position for the 2018-19 school year. Aye-7 No-0
61. A review of board members serving on or agreeing to serve on the following committees were as follows: Rhonda Wright - calendar committee; Debora Zachgo - PDP committee; Jeana Ekchart and Monty Breneman - facilities committee; TJ Jonsson – technology committee; Monty Breneman - Mettner Field committee; Patti Winters and TJ Jonsson - negotiations committee.
62. There were no requests under the Board Information Request portion of the meeting.
63. Motion by Jeana Eckhart, seconded by David Bell, that the meeting be adjourned. Aye-7 No-0

Time: 9:10 p.m.

Greta Obermueller, Clerk

Approved:

TJ Jonsson, President