

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

**REGULAR MEETING**

**MINUTES**

**BOARD OF EDUCATION OFFICE**  
**MONDAY, FEBRUARY 4, 2019**  
**7:00 P.M.**

Board Members:

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

Others:

Kathy Robertson, Superintendent	
Greta Obermueller, Clerk	
Steve Koch, LES Principal	
Christi Walter, LJSHS Principal	
Brenda White	Masha Russchih
Karl Dawn Stover	Derek Feldkamp
Cassidy Kroboth	Kris Heinze
Rachel Sebesta	Steven Crist

1. The meeting was called to order at 7:00 p.m. by President, TJ Jonsson. He stated that Mr. Breneman is enroute from another meeting and Patti Winters will join the meeting shortly.
2. Motion by Debora Zachgo, seconded by David Bell, to adopt the agenda. Aye-5 No-0
3. There were no delegations to address the Board of Education.
4. Motion by Rhonda Wright, seconded by Jeana Eckhart, to approve the minutes of the regular meeting of January 7, 2019, the special meeting of January 14, 2019, and the special meeting of January 23, 2019. Aye-5 No-0
5. Motion by Jeana Eckhart, seconded by David Bell, to accept the Clerk's and Treasurer's Reports. Aye-5 No-0
6. Motion by Debora Zachgo, seconded by Rhonda Wright, to accept the bills for payment. Aye-5 No-0
7. Brenda White, USD 298 IT Coordinator, introduced two students, Masha Russchih and Derek Feldkamp, who are part of the IT Essentials Class. (Gabe Jonsson was also going to present this evening but is unfortunately home ill.) They are doing a short presentation for the Board of Education since it is CTE month. An excel program was shown regarding information on the Information Support Services Pathway and what is happening in the classroom. The goal for CTE is to provide students with relevant context for

their learning pathway for college and career readiness. It links with the skills necessary to the knowledge and skills needed for success in post secondary careers. We have an articulation agreement with North Central Kansas Technical College where students get some of the fundamental certifications here and are not required to complete them again. Our district has an Advisory Committee that meets twice a year represented by business people in the field, students, and representatives from the college. The Kansas Commissioner of Education is striving and encouraging the industry technology certification. Students reported that they help with basic computer hardware and software, assemble and disassemble computers and laptops, assisted with preparing the new student laptops, inventory and installation of programs, replacing hard drives and screens, a student installed a projector for a teacher, learning network design, pulled cable to the AD office for the copier and to the front doors for the lock system for the secure vestibule, learned to make network patchwork, researching careers using drones, gaming designs, and completing professional resumes. The IT Pathway goals are to offer basic computer repair, community training sessions, maybe at the Senior Center to help them with their phones, and hopefully start a student business, *IT Leopard Solutions*. Brenda White and her students expressed appreciation to the Board of Education for the new laptops.

8. Karl Dawn Stover, FFA Advisor and Agriculture Education instructor at Ellsworth Jr./Sr. High School, and students, Cassidy Kroboth, senior, current president of the chapter, and Rachel Sebesta, sophomore and first year as sr. officer serving as the secretary, introduced themselves. Ms. Stover, stated that as a member of the North Central District FFA, USD #298 is the only school district that does not have an FFA chapter within their high school at the current time. She relayed that FFA actually looks at three different pillars: building leaders, building communities and strengthening agriculture. With these three different pillars, the officers get together, plan activities with the approval of the advisor, and carry out their projects. Every year the Ellsworth FFA Chapter hosts Pink Out Week placing cans in the community to raise funds, and hosting a silent auction to support FFA and cancer. The officers serve as the facilitators for events but try to get everybody involved. Leadership development is encouraged through senior and junior retreats where members get to know each other better, build one another up, learn teamwork, and always take part in informative ventures. The last pillar is strengthening agriculture, through hosting agriculture awareness events. FFA members feel agriculture is being lost even though the world continues to eat. This is a passion for this group as farmers are

becoming a dwindling group of people, but continue to feed the population. They are educating elementary students, share pros and cons of this industry and the American economy. Public speaking is a big part of FFA. Karl Dawn Stover feels there is a lot of opportunity within FFA; you decide the path you wish to take and where you want to go with it. Ms. Stover expanded on the classes that she teaches at Ellsworth Jr./Sr. High School that support and integrate with FFA. Students spoke to the many skills learned through FFA including perseverance. She listed the competitions that students take part in throughout the year. The Ellsworth FFA Chapter sports about 55-60 students annually.

7:12 p.m. Patti Winters arrived during the above FFA presentation.

9. Steve Crist, Cross Country Coach, was presented a certificate and recognized for a job well done in winning the Class 1A Girls State Championship. Coach Crist relayed that Cross Country is all about bettering yourself. He expressed his appreciation to the many athletes he has had the opportunity to coach since the inception of the Cross Country program twenty years ago. He relayed that he has had some amazing athletes over the years.
10. Kathy Robertson suggested the Board of Education give thought to bidding out services for the annual internal audit. Summers, Spencer and Company, PA (formerly Clubine and Rettelle) have been doing the independent audit for at least the last 24 years but it is always good to do consider other firms. Staff has talked to Craig Dassow, Sr. Accountant, and he encouraged the bid process.
11. Brenda White stated that the Form 470 has been filed. She has received two bids today on her proposal for basic maintenance and five wireless access points. In case something happens, they would be covered. The district has to go through a bid evaluation with approval at next month's meeting and then she will file the 471 forms.
12. Mrs. Robertson updated board members on food service. She supplied a printout with overall food service costs and labor expense. When she first arrived in the district, the general fund supplemented food service \$70,000 during the course of a year. She has been working with Greenbush in an attempt to save money, collection rates for paid lunches are better, and considerable savings on milk after a vendor change was made.

13. The KSDE Mandated Crisis Drill process was explained to board members by Mrs. Robertson. In accordance with 2018 House Substitute for Senate Bill 109, effective July, 2018, schools are mandated to hold nine emergency crisis drills throughout the year. She wanted to make people aware that each month a drill will be held. This is not optional, it is mandatory. The district is using a Crisis Go app. Law enforcement has been involved and present for the drills thus far this year.
14. Mrs. Robertson was contacted by the Department of Labor. Two gentlemen conducted an audit in the district last Wednesday, paying close attention to environmental items like misuse of extension cords, fusebox issues, caps on outlets, etc. Both auditors were very complimentary on district buildings. At the Board Office, LES and LJSJS, there were very minor items that were corrected at the time. Final report will be due on April 10, 2019.
15. A confidentiality agreement for all staff members to sign has been discussed. Mrs. Robertson distributed a draft from KASB that can be used and insert district information to start this process. This reinforces the FERPA (Family Educational Rights and Privacy Act) laws that employees are bound to by law. If there are changes or board members have suggestions, please let Mrs. Robertson know. This will be brought back next month as a discussion item.
16. An update was given on the Lincoln Jr./Sr. High School secure vestibule project. Elite Construction will complete construction over spring break. File Safe has their hardware installed, ready, and been paid.
17. Information on school board elections was requested by board members. Mrs. Robertson obtained and distributed information with deadlines, including state statutes. The Board Clerk certifies a list of all school positions to be voted on to the County Clerk no later than May 1. School board member filing deadline is noon, June 1, this year. Primary elections are held the first Tuesday in August, and the general election is held on the Tuesday following the first Monday in November. Term of office begins the second Monday in January, following the election, and USD 298 Lincoln holds their meetings on the first Monday of each month. The January meeting date might be something board members want to discuss. The board has the ability to change the date of their reorganizational meeting for election of officers to coincide with these new dates and deadlines for school districts if the board so chooses.

18. Under the Superintendent report, Mrs. Robertson announced that School Counselor week is February 3-7, 2019. The district has been lucky enough to get a Nex-Tech student intern grant for this summer, so the district will be hiring a student (s).

LifeSave, an air ambulance service out of Wichita, landed a helicopter last Thursday on the practice field doing training with firemen and EMTs. A couple of bills gaining attention for schools are as follows: Senate Bill 52 would restore due process for teachers; Senate Bill 22 would allow Kansans to itemize state tax deductions even if they are not able to itemize on federal taxes, giving corporations an advantage of lowering business taxes; Senate Bill 44 increases state aid annually for inflation. A bipartisan Senate Bill in 2018 with more than 40,000 reports of child abuse translating to a 45 percent increase since 2010. The age between 15 and 24 has seen the biggest increase in suicide. It is reported that there are 150 kids on a waiting list for severe psychiatric care. The governor is working on obtaining more monies for foster care and these services.

19. Mr. Koch, Lincoln Elementary School Principal, reported that his report was included in the board packet. He wants to thank staff and all of those involved in the Benefit and Silent Auction held last weekend. The attendance of community citizens was wonderful and the support for Shawn Kobbeman and Carolyn Farris was apparent.
20. Mrs. Walter, Lincoln Jr./Sr. High School Principal, reported that her report was included also but wanted to add that February 20, 2019, the state is paying for every junior to take the ACT tests and any senior that has not taken the test yet. Also the state is paying for a test called *Work Key*, for juniors and seniors that test their employability.
21. The Lincoln County Recreation Commission report by Nikki Flinn, was distributed to board members. Mitch Obermueller wants to rebuild the pitching mound at the east ball field and is willing to provide the labor. Jessica Kobbeman will report back to Mrs. Robertson after she consults with the City on this project.
22. Mrs. Robertson stated that the happenings from the games during the NPL tournament did not involve Lincoln students. USD #298 Lincoln was hosting the tournament. TJ Jonsson thanked administration for taking the corrective action immediately that night, as these are not easy situations. There will be no information released or shared as minor students are involved.

23. Under Final Safe and Secure School Standards, Mrs. Robertson shared an approved copy of standards. She asked board members to review and if they have questions, please call. This will be brought back for discussion next month.
24. The KASB Board of Education policy updates were distributed. TJ Jonsson questioned policies JAOC and JCDA, regarding the use of tobacco products, noting that the board would need to pick one option when this policy is adopted. Details were discussed briefly and compared. TJ asked for preference of board members on which policy they would prefer. These policies will be brought back for action next month.
25. Mrs. Robertson distributed a draft copy of a policy for employees in regard to district cell phones. The agent of record shared with Mrs. Robertson that 37 percent of accidents occur while drivers are on cell phones. This policy would prohibit the use of cell phones in district vehicles while employees are driving, but they can pull over and take a call, make a call or text. This will be brought back next month for action.
26. Mrs. Robertson also distributed a draft copy of a policy regarding Personal Use of District Vehicle. She and Mrs. Walter have been taking their own personal vehicle so their spouses can accompany them but run the risk of transporting a sick or injured student in their own personal vehicle. She asked for board direction as the insurance company could cancel the district insurance policy if the district does not adopt the policy being discussed.
27. A draft copy of the job description for the Head Cook was distributed by Mrs. Robertson for board member review. This will be brought back next month for action.
28. A Mettner Field Committee meeting was held last Wednesday. There are 35 more steel markers that need be to placed. Selling benches for \$500 to the local banks has been suggested and could be set along the pathway. This would raise the additional funds to finance the last stage of this project. The district is going to have to do something with the track and it was suggested that a district representative speak to the VFW. Mrs. Robertson spoke to the VFW commander today. She will keep the board informed of progress. Mrs. Robertson has contacted local banks for a lease purchase with interest rates and amounts for construction of a new track. Board members had budget concerns for a lease purchase. Mrs. Robertson relayed the sense of urgency of hosting track meets or not continuing with the present condition of the track. The stadium is done and complete and looks great. The district is

getting close to completing some issues regarding student safety at Mettner Field. Hopefully the district can get some buy in from local community partners.

29. The Lincoln Jr./Sr. HVAC bid meeting is this Wednesday. Callabresi, Salina, Kansas, has been contacted and are currently building boxes around the current roof top units to shield the wind from blowing out the flame and thus no heat. TJ Jonsson asked board members if they wanted to have a special board meeting to open bids and make a decision on proceeding with LJSHS HVAC project. Mrs. Robertson will contact board members on a possible date.
30. The Lincoln Elementary School HVAC project (MWE Project #201923) information was distributed. March 6, 2019, is the prebid meeting in the office of Mr. Koch, Lincoln Elementary School Principal. If contractors are not able to attend, they will not be able to bid on this project. The proposals will be accepted until March 13, 2019.

8:25 p.m. The President called for a short break in the meeting.

8:30 p.m. The meeting resumed.

31. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education adopt the 2019-20 school calendar as presented by the Calendar Committee. Aye-6 No-0
32. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education approve the Tuition Reimbursement Policy as presented last month. Aye-6 No-0
33. Motion by Jeana Eckhart, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve Schultz Squared to serve as the official architects on the FEMA Storm Shelter project for USD #298 Lincoln. Aye-6 No-0
34. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go into executive session at 8:35 p.m. for 15 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 8:50 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-6 No-0

8:37 p.m. Monty Breneman arrived and joined executive session.

8:50 p.m. The Board returned to open meeting.

35. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go into executive session at 8:55 p.m. for 15 minutes with the Superintendent for the purpose of discussing matters adversely or favorably affecting a student(s); and that the board return to open meeting at 9:10 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

8:55 p.m. Steve Koch and Christi Walter joined executive session.

9:10 p.m. The Board returned to open meeting.

Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 9:10 p.m. for an additional 5 minutes with the Superintendent for the purpose of discussing matters adversely or favorably affecting a student(s); 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 a student(s) who is identifiable. Aye-7 No-0

9:10 p.m. Mr. Koch and Mrs. Walter joined executive session.

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

36. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education go into executive session at 9:25 p.m. for 45 minutes with the Superintendent for the purpose of discussion of personnel matters for non-elected personnel; and that the board return to open meeting at 10:10 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

9:32 p.m. Steve Koch joined executive session.

9:52 p.m. Christi Walter joined executive session.

9:57 p.m. Steve Koch left executive session.

10:02 p.m. Christi Walter left executive session.

10:05 p.m. Kathy Robertson left executive session.

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

Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #29 Board of Education go back into executive session at 10:15 p.m. for an additional 10 minutes with the Superintendent for the purpose of discussion of personnel



matters for non-elected personnel; and that the board return to open meeting at 10:25 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

10:25 p.m. The Board returned to open meeting.

37. Motion by Patti Winters, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve hiring Brennan Johnson to fill the Assistant Junior High Football Coach position for the 2019-20 school year. Aye-7 No-0
38. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve hiring Mikayla Reed to fill the third grade teacher vacancy for the remainder of the 2018-19 school year. Aye-7 No-0
39. Motion by Jeana Eckhart, seconded by Patti Winters, that U.S.D. #298 Board of Education approve hiring Lynda Purdy as custodian/cook effective February 5, 2019. Aye-7 No-0
40. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. Board of Education approve the extension of Stephen Koch's contract as Lincoln Elementary School Principal to include the 2020-21 school year. Aye-7 No-0
41. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the extension of Christi Walter's contract as Lincoln Jr./Sr. High School Principal to include the 2020-21 school year. Aye-7 No-0
42. Motion by David Bell, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve the extension of Kathy Robertson's contract as Superintendent of U.S.D. #298 Lincoln to include the 2020-21 school year. Aye-7 No-0
43. TJ Jonsson distributed KASB Honor Roll certificates to Monty Breneman, Jeana Eckhart, and himself for attendance at KASB workshops throughout the year.

44. Motion by Jeana Eckhart, seconded by Rhonda Wright, that the meeting be adjourned. Aye-7 No-0

Time: 10:28 p.m.

---

Greta Obermueller, Clerk

Approved:

---

TJ Jonsson, President