

Approved: August 5, 2013

MINUTES OF THE  
RILEY COUNTY UNIFIED SCHOOL DISTRICT NO. 378  
REGULAR  
BOARD OF EDUCATION MEETING  
HELD IN THE  
RILEY COUNTY HIGH SCHOOL LIBRARY  
MONDAY, JULY 15, 2013  
7:00 P.M.

I. CALL TO ORDER

President Dan Thomson called the USD 378 Board of Education's regular meeting to order on Monday, July 15, 2013, at 7:00 p.m. in the Riley County High School Library following the Pledge of Allegiance.

The following members were present:

Dan Thomson, President  
Ross Wahl  
David Higgins  
Kerry Thurlow  
Randy Glenn  
Jennifer Wilson

The following member was absent:

Shane Allen

Others present:

Brad Starnes, Superintendent  
Jenae Suderman, Clerk Elect  
Antoinette Root, RCHS Principal  
Sheri Taylor  
Donna Bulk  
Melissa Wahl  
Diana Powell  
Carmen Thurlow

## II. CONSENT AGENDA:

Dan Thomson suggested the board discuss consent agenda items first, then make motions, in order to avoid withdrawing of motions.

### A. Approval of minutes

Following corrections from several board members, Ross Wahl moved to approve the minutes of the July 1, 2013, meeting. Second by Jennifer Wilson. Motion passed with six “yes” votes cast.

### B. Approval of financial reports

Ross Wahl suggested the board discuss janitorial contracts in the future. Dan Thomson suggested the board (1) receive financial account code explanations in order to better understand the reports; and (2) receive a monthly business statement sent. Kerry Thurlow moved to approve the bills and petty cash for July. Second by Jennifer Wilson. Motion approved with six “yes” votes cast.

### C. Approval of agenda

Jennifer Wilson moved the board approve the agenda as presented, with the addition of the discussion of paid holidays for classified staff (item O). Second by Ross Wahl. Motion passed with six “yes” votes cast.

### D. Approve consent agenda

Kerry Thurlow moved the board approve the consent agenda as presented. Second by Jennifer Wilson. Motion passed with six “yes” votes cast.

### III. PATRON COMMUNICATION:

#### A. Hearing of students

No students spoke.

#### B. Hearing of visitors

1. Ralph Wahl inquired about the roofs. He said he hadn't heard the topic discussed lately, and he thought it should be, especially regarding a leak in the gym. He said he is concerned about rust and roofs caving in. He asked what the board intends to do about it. Dan Thomson said the board already planned to address this topic during the administrative reports at the board meeting.

2. Valynda Porter said although she asked the district for notifications of board meetings according to the open meetings act, she did not receive it in adequate time before a recent meeting. Brad Starnes said an agenda could be dropped off at their house rather than sending it through the mail.

3. Donna Bulk said she watched several videos which represent Riley County High School and are available on YouTube, and felt parts were inappropriate. It was determined these videos were published as part of Talon Live, a video production class. Dan Thomson, as well as other board members, said they thought the videos should be removed as soon as possible. Antoinette Root said she would ensure this happens. Ross Wahl suggested a report of this progress at a future meeting.

#### C. Hearing of staff

Shari Taylor, Curriculum and Data Analysis Director, presented the results of Riley County's Kansas Computerized Assessments. She said this is a transition year for all Kansas schools into common core standards. She showed standard of excellence scores for each grade in reading and science. She also said the state promised to inform Kansas schools in November of which tests the state would pay for seniors to take.

### IV. ADMINISTRATIVE REPORTS:

#### A. Prioritize projects

1. Dan Thomson suggested the board discuss what should be done with the district's money in capital outlay, whether this be inspection or maintenance, or a bond initiative should be pursued. Much discussion surrounded roof projects and how often they should be inspected and replaced. Ross Wahl and David Higgins volunteered to be on what was

dubbed the facilities and maintenance committee, which will inspect the roofs and report back to the board on a regular basis. Jennifer Wilson suggested the board get a total of funds available in the budget minus obligations for future projects.

2. A future bond initiative was discussed. Many board members agreed the importance of keeping the public involved and informed. Ross Wahl suggested the board and community brainstorm and collect all possible ideas and determine what best fits. Dan Thomson said the priorities are overcrowding, safety and security.

B. Approve notice of budget hearing

Jennifer Wilson moved the board approve a special budget hearing for 6 p.m. August 19 at the RCHS library. Second by Kerry Thurlow. Motion passed with six “yes” votes cast.

C. Approve food bid

Brad Starnes suggested the board accept the low bid of \$13,146.88 from Evco, \$25,888.20 from Thompson, \$30,106.60 from US Foods and \$2,009.18 from Cysco. Allowing many companies to bid allows for cheaper prices. Motion to approve the bid from Randy Glenn. Second by Kerry Thurlow. Motion passed with six “yes” votes cast.

D. Approve milk bid

Brad Starnes recommended the board approve escalating bid from Highland Dairy. This is what the district has done in recent years. Jennifer Wilson moved to accept the bid. Second by Randy Glenn.

E. Board retreat

The board set a date for a board retreat for 5:30 p.m. August 12 at RCGS. This will include a group tour of facilities after committee reports. The goal will be to discuss the board’s visions and goals for the upcoming year.

F. Kansas Association of School Boards advocacy meeting

Brad Starnes and Kerry Thurlow attended the meeting in Manhattan. Items discussed were: test scores, budget projections, student population increases, and general fund operating budgets, legislative platforms, congressional education summaries, and Kansas student achievement compared to other states.

#### G. 2013-2014 budget

Last year the Supplemental General (LOB) fund received 52.4% state aid-prorated at 80% state equalization aid. This year we will receive 50.01% state aid-prorated at 78% state equalization aid. An August 30 meeting, regarding the proposed budget to be published, will allow the district to meet the publishing timeline requirements.

#### H. Board committees

1. Ross Wahl wished to be put on the GRN and Curriculum and Professional Development committees.
2. Kerry Thurlow wished to be on the transportation committee.
3. Kerry Thurlow motioned to approve the committees as presented in the agenda, with the addition of the above suggestions (including the facilities and maintenance committee additions). Second by Ross Wahl. Motion passed with six “yes” votes cast.

Jennifer Wilson moved for a five minute recess at 9:35 p.m.. Second by Kerry Thurlow. Motion passed with six “yes” votes cast. Board members returned at 9:45 p.m.

I. Jennifer Wilson motioned to remove item “I” from the agenda (Approval of RCHS, RCGS and staff handbooks) from the table. Second by Ross Wall. Motion passed with six “yes” votes cast.

J. Approval of RCHS, RCGS and staff handbooks

1. Within the RCHS handbook, it was noted all teachers’ lesson plans should be made available, rather than just those non-tenured.
2. Kerry Thurlow suggested lunch prices in the handbooks be changed to current prices.
3. Ross Wahl voiced concerns on some students having possession of district keys. He suggested the district discuss this at a future meeting.
4. The board discussed what the district should pay for when students travel out of state.
5. Ross Wahl did not think students who excel academically should be required to attend RCHS for eight semesters to qualify for graduation.
6. Ross Wahl voiced concerns of block scheduling when half days jumble the schedule for students attempting to take college courses at K-State or Manhattan Area Technical College.
7. Ross Wahl said he did not think the dress code was enforced enough. Dan Thomson agreed it has become more lax in recent years.
8. Ross Wahl suggested to remove Larry Winland as custodian from the handbook.
9. Ross Wahl moved to approve the student and staff handbooks as amended. Second by David Higgins. Motion passed with six “yes” votes cast.

K. Establish Board of Education meeting dates

Jennifer Wilson moved to establish Board of Education meeting dates for the first and third Mondays of each month, other than Labor Day (which will be moved to Tuesday). Second by Ross Wahl. Motion passed with six “yes” votes cast.

L. Radon abatement/structure update

Brad Starnes said efforts are being coordinated regarding the radon abatement and possible mudjacking and foundation work, so both will not monopolize the other. Radon abatement in the Central Office and Childcare Center is set for July 18 and 19, and information can begin to be obtained two weeks following this date.

#### M. Kansas Association of School boards policy review

Brad Starnes recommended the district have KASB perform a policy review. This is due to (1) changes in the administrative assistant and clerk positions and (2) the establishment and upgrading of Board of Education policies. Board members said they wanted to make as many of their own corrections as possible before the policies are submitted for review. Members also suggested they be reviewed at future board meetings.

#### N. Secondary Student Accident/Health Insurance

Randy Glenn moved to approve the district's secondary student accident/health insurance. Second by David Higgins. Motion passed with six "yes" votes cast.

#### O. Paid holidays for classified employees

Following discussions she had in the past, Jennifer Wilson brought up the possibility of paid holidays for classified employees. David Higgins said it would be reasonable to pay those that are full-time, but not those who are part-time. Brad Starnes said he could bring a list of full and part-time classified staff for the next board meeting.

### V. PERSONNEL REPORT

#### A. Executive session for non-elected personnel

1. Jennifer Wilson moved the board go into executive session for the discussion of non-elected personnel with the Superintendent for 15 minutes beginning at 10:35 p.m. Second by Randy Glenn. Three "yes" votes were cast and three abstain votes were cast (abstain: Ross Wall, David Higgins, Kerry Thurlow). Returned at 10:53 p.m.

2. Jennifer Wilson moved the board go into executive session for the discussion of non-elected personnel with the Superintendent for 10 minutes beginning at 10:54 p.m. Second by Kerry Thurlow. Motion passed with five "yes" votes cast and one "no" vote. Ross Wall noted he did not see anything regarding personnel that was worth going into

executive session for. Returned at 11:03 p.m.

B. Appoint Jenae Suderman clerk of the board

Per last meeting's suggestion, Brad Starnes said he contacted legal council and the counsel said many other school boards have board clerks that are elsewhere employed within the district. Ross Wahl asked how the pay is divided, who has authority and who evaluates the position. Brad Starnes said the pay is \$11.50 an hour; the evaluation is currently done by the Superintendent; the Board of Education is the authority during meetings and the Superintendent is the authority otherwise; the percentage of the position is 80% administrative assistant and 20% board clerk. Ross Wahl said he will vote against the motion because of a potential conflict of interest. Randy Glenn moved to approve the appointment of Jenae Suderman to be the Riley County clerk of the board. Second by Jennifer Wilson. Motion passed with five "yes" votes cast and one "no" vote cast.

C. Approve Steve Fritz as RCHS track coach

Kerry Thurlow motioned to hire Steve Fritz as the new RCHS track coach. Second by David Higgins. Motion passed with four "yes" votes cast and two "no" votes cast. Ross Wahl voiced his concern of a focus on athletics and winning at any cost, rather than the development of character.

VI. CORRESPONDENCE TO THE BOARD

None.

VII. FUTURE MEETINGS

Brad Starnes reminded the board of a special budget hearing at 6 p.m. July 30 at the RCHS library; a regular meeting at 7 p.m. Aug. 5 at the RCHS library; and a special meeting at 5:30 p.m. Aug. 12 at RCGS.

VIII. ADJOURNMENT

Jennifer Wilson motioned to adjourn. Second by Kerry Thurlow. Motion passed with six "yes" votes cast. The time was 11:15 p.m.

---

President Dan Thompson

---

Jenae Suderman, Clerk Elect