

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

**REGULAR MEETING**

**MINUTES**

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

Board Members:

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

Others:

Kathy Robertson, Supt.  
Greta Obermueller, Clerk  
Steve Koch, Principal  
Brenda White  
Kris Heinze  
Shari Pittenger

1. January is School Board Appreciation Month. Lincoln Elementary School students and their teachers created signs and written notes for board members thanking them for their time and devotion to serving on the U.S.D. #298 Lincoln Board of Education.
2. The meeting was called to order at 7:00 p.m. by TJ Jonsson, President. Jeana Eckhart will be absent this evening as she is ill.
3. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education adopt the agenda. Aye-6 No-0
4. There were no delegations to address the Board of Education at the meeting this evening.
5. Motion by Debora Zachgo, seconded by Patti Winters, to approve the minutes of the Regular Meeting of December 3, 2018. Aye-6 No-0
6. Motion by Rhonda Wright, seconded by Monty Breneman, to accept the Clerk's and Treasurer's reports. Aye-6 No-0
7. Motion by Debora Zachgo, seconded by Rhonda Wright, to accept the bills for payment. Aye-6 No-0
8. Shari Pittenger, Physical Education teacher, updated board members, via a slideshow presentation, showing students engaged in different daily physical education activities. Favorite occurrences of students are sticker fun day and the Santa sleigh before Christmas break. "Climbing the rope" by students the first Friday of every month is another favorite. Mrs. Pittenger applied for and

- received a U.S.D. #298 Education Foundation grant last year. She used the funds at the end of the summer to buy an abundance of discounted basketball hoops, pool noodles and balls. \$788 was raised through a sticker fun day to benefit Carolyn Farris prior to Christmas break. Mrs. Farris was very appreciative and thankful for the great student participation. National Honor Society assisted with this project under Mrs. Pittenger's guidance.
9. The December KASB Policy Updates were distributed by Mrs. Robertson. She asked board members to review and bring back for discussion or if they have questions, to contact the office.
  10. Mrs. Robertson picked up 500 pounds of beef from Kriebehls this morning and delivered to the schools for the hot lunch programs. Students helped carry in and stock the freezer. \* This beef was from a semi-local rancher/farmer and the donation from Insurance Planning, of Hays, Kansas was used for partial payment. The cooks expressed their appreciation to Mrs. Robertson for her assistance with this venture. \* Mrs. Robertson has spoken to KASB and the Board of Education has the option to buy or pay for processing with the Board of Education accepting the donation.
  11. New laptops were distributed before Christmas break to all 9-12 grade students. The previously used laptops were boxed up and sent back on January 2, 2019. After they are received and valued, a financial rebate will be sent back to the district.
  12. Kathy Robertson distributed the new USD #298 Lincoln Professional Development Plan process. This is for board member information only. This is an attempt to streamline the PDP Plan and make it less complicated and avoid confusion.
  13. In December of 2018, Dale Chaffin of Insurance Planning, Inc. delivered a \$500 donation to Kathy Robertson, Supt. for district use. He also delivered a draft of a cell phone policy for employees driving district vehicles. Statistics currently reflect that thirty-seven percent of all traffic accidents are cell phone related. He advises cell phones be put away while driving. If you must use your cell phone, stop the vehicle and make the call. Mr. Chaffin stated that districts who choose not to implement a cell phone policy will most likely be non-renewed by EMC at renewal time. He also strongly discourages any district employee driving a school vehicle to take a spouse or other family member along as a passenger if that person is not employed by the Board of Education. This would also be for liability reasons.

14. Mrs. Robertson distributed a diagram of the Lincoln Elementary School LED light project that has just been completed. Sixteen old metal halide lights were replaced and 14 others for a total of 30, with LED lights over Christmas break by Precision Electric. The aged, brittle wires were replaced to each fixture also. Lincoln Elementary School Site Council is picking up the tab with several years earnings from the serving of the alumni dinner the last several years and the sale of quality trash bags. Appreciation was expressed to Royce Hillegeist and Jim Martin of Precision Electric and LES Site Council for this energy efficient upgrade to Lincoln Elementary Gym.
15. Mrs. Robertson distributed the Northern Plains League Basketball Tournament format. In previous years, games were played on different evenings as compared to this year. Games will be played this year on Monday, Tuesday, Thursday and Friday evenings. There will be no Saturday games. District buildings will have early release on the days of game play with times already having been established but changes needed for the appropriate nights of tournament play.
16. A draft of the Head Cook job description was distributed for review by board members and eventual approval. Mrs. Robertson asked that board members review and call if they have questions or concerns.
17. Mrs. Robertson updated board members on speculation that conservatives have gained back some momentum to revisit the school finance formula. They do not support a state constitution change. She distributed good information on the Kansas Supreme Court School Funding Decision including highlights from the November 29, 2018, session. She asked board members to look through and consider that speculation is taking place with conservatives supporting what was passed last session but some wanting to go back and revisit the funding decision.
18. Under the Superintendent's report, Mrs. Robertson stated that January is School Board Recognition month. She thanked board members for all they do. She invited board members to be present to honor them at tomorrow evening's basketball games at approximately 7:15 p.m. \* Good news, after discussing the lack of handrails in the Lincoln Jr./Sr. High School gym with Mr. Lange, he has responded to Mrs. Walter that he could make those and install them where needed. There was a past miscommunication regarding the handrails, but hopefully they can be completed by the end of the year. Plans are for railings on all aisles. \* Mrs. Robertson reported that 30 lbs. of hamburger has been donated to the Board of Education Foundation for the pulled pork, sloppy joe, chili and chicken noodle soup fundraiser this upcoming week. They will also be hosting a silent auction with items that have been donated. \*

Lincoln Elementary School has received the new range through the USDA Food Grant. \* The \$100,000 Lowes grant for technology was denied.

19. Mr. Stephen Koch, Lincoln Elementary School Principal, reported that his written report was included in the board packet but he wanted to explain the reason for the question mark behind "LES has a NEW piano". The baby grand piano was donated many years ago but has been sitting idle on the stage at Lincoln Elementary School. It was used occasionally for piano lessons. Hopefully, it will be used more as work continues on the gym and the stage project.
20. Mrs. Christi Walter, Lincoln Jr./Sr. High School Principal, is still at the junior high basketball games but her written report was included in the board packet.
21. Mrs. Robertson distributed the Lincoln Recreation Report prepared by Nikki Flinn, representative member of the Lincoln County Recreation Commission. Mitch Obermueller would like the pitching mound to be rebuilt at the east ball field park and this is being debated. Coaches and students would contribute the labor.
22. Last month, under board member discussion, David Bell had requested that the district host someone from the state to present about an FFA program. Mrs. Robertson shared an e-mail response that she had received from Kirk Dillon, KSDE, that he would be glad to meet with the Board of Education and community members in an informal setting but he does not speak at board meetings. He did not feel that is his role as a KSDE consultant. A suggestion was then made that the board could possibly make arrangements to get an FFA leadership state officer to come to the district for a community meeting. Another suggestion is to reach out to neighboring districts with past students who have had success under FFA. The possibility of getting Farm Bureau, the Lincoln County Cattleman's Association, and the local banks to join forces and help get the word out to their members as well. Board members feel the relevance to Lincoln County agriculture and leadership through the FFA program would have a positive impact on students. Mrs. Robertson will email Beth Gaines, FFA, to possibly schedule an assembly during the day and a community meeting in the evening. Late February or early March was suggested as a timeframe to work toward. Darla Smith of Greenbush continues to work on curriculum for administration and the needs of our students in the district.
23. Mrs. Robertson has had four different vendors provide her approximate amounts to replace the track at Mettner Field but the cost is prohibitive at \$400,000 to \$500,000. Two of the vendors have come out and suggest keeping the same footprint, the outside footings but take up the center. Mike Dixon of Track Renovations, Inc., Uniontown, Kansas (installed the original track) has not responded to phone calls or emails from Mrs. Robertson. She is exploring grant opportunities and any options to assist with

- this project. Questions were asked about the cost of patching the track like last time. Mrs. Robertson reported there is no company that will come out and patch the track at this point as the tears or fissures will not last. There are two different problems at the present time. The tears in the actual rubber cannot be fixed or repaired. Samples of the new products that are being recommended were passed around for viewing by board members. A solid base is needed before the product is put down. The asphalt may be the problem. A recommendation by Monty Breneman that this project needs to go to the Mettner Field Committee and a plan needs to be put together to organize and inform the community of what the needs are in regard to the track. This will be an ongoing topic for discussion at upcoming board of education meetings.
24. The 2019-20 calendar was up for discussion. Last month, the question was raised as to the number of staff absences on inservice days. Mrs. Robertson presented that information to the board regarding illnesses, court, and surgery. The calendar being proposed for 2019-20 has one fewer contract day, an additional student contact day and two less inservice days. Time needs to be given to MTSS and Mrs. Robertson expresses that this is the right thing for kids. Time needs to be devoted to looking and reviewing data. Mrs. Robertson asked that board members review the proposed calendar and this will be brought back for action next month.
  25. A draft of a tuition reimbursement proposal was brought back for further discussion as board members asked that a clause be added to the previous draft stating staff must remain in the district for a certain period of time after being reimbursed for classes or repay the reimbursement to the district. Mrs. Robertson distributed a new proposal and asked board members to review. This item will be brought back for action next month.
  26. Mrs. Robertson has delivered the FEMA Storm Shelter Architect contract to Daniel Metz. He will be in contact with Mr. Schultz regarding a few concerns with language that might not be in the best interest of the district. Mrs. Robertson is awaiting a reply at the present time on mutual language changes and Daniel Metz would like to come in and visit with the board in executive session under attorney client privileges.
  27. CBS Constructors, Inc. returned on Saturday, Sunday, and today with approximately three more hours tomorrow on the Mettner Field Stadium project. Mrs. Robertson urged board members to drive by and check out the latest improvement.

28. Kathy Robertson has emailed Mr. Fred Malicoat regarding the Lincoln Jr./Sr. High School HVAC project. His response is that this project is ready to bid, but is currently running about a month behind. The Board of Education has requested to view the details of the pre-bid with an opportunity to ask questions.
29. The Lincoln Elementary School HVAC and window project is on schedule with the pre-bid on March 6, 2019, and a bid date of March 13, 2019. Board members expressed a desire to view details for pre-bid before the bids go out.
30. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the proposed changes for the 2018-19 calendar. (These changes include holding parent teacher conferences on Tuesday and Thursday evenings and no school or conferences on the following Friday.) Aye-6 No-0
31. Motion by TJ Jonsson, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve Lincoln High School Out-of-State National Convention Journalism Trip to Anaheim, California, April 25-28, 2019. Aye-3 No-3 (Motion fails)
32. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education approve the proposed Disposal of Miscellaneous Items Policy effective immediately. Aye-6 No-0

Kathy Robertson announced that the district will be advertising the platform that was recently removed from the stadium and stored on the south side of the garage. This will be in accordance with the newly adopted Disposal of Miscellaneous Items Policy.

33. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education accept the \$500 donation from Insurance Planning, Incorporated. Aye-6 No-0
- TJ Jonsson expressed appreciation to Dale Chaffin, Insurance Planning, Inc. for their donation to the district.
34. Motion by David Bell, seconded by Patti Winters, that U.S.D. #298 Board of Education accept the Lincoln County Windpower Economic Phase 1 and Phase 2 distribution of \$95,816.00. Aye-6 No-0
  35. Motion by Patti Winters, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve early dismissal for the NPL Basketball Tournament at 1:00 p.m. on January 14, 2019, and 2:00 p.m. on January 17, 2019. Aye-5 No-1

36. Motion by Debora Zachgo, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve providing two buses and paying two drivers to assist After Prom with transportation of students to the bowling alley in Ellsworth, Kansas, on March 24, 2019. Aye-6 No-0

(2019 Prom will be held at the Lincoln Jr./Sr. High School on March 23, 2019, with After Prom providing 7-10 chaperones to take prom goers to the bowling alley in Ellsworth from 12:30 a.m. to 3:30 a.m. on two buses.)

37. Motion by Patti Winters, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the early dismissal for Lincoln Forensics Tournament at 3:00 p.m. on Thursday, March 21, 2019. Aye-5 No-1

38. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 8:10 p.m. for 5 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 8:15 p.m. in the Board of Education Conference Room. The executive session is required to protect the exception for employer-employee negotiations under KOMA. Aye-6 No-0

8:10 p.m. Steve Koch joined in executive session.

8:15 p.m. The meeting returned to open session.

Motion by Monty Breneman, seconded by Patti Winters, that U.S.D. #298 Board of Education go back into executive session at 8:15 p.m. for 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 8:25 p.m. in the Board of Education Conference Room. The executive session is required to protect the exception for employer-employee negotiations under KOMA. Aye-6 No-0

8:15 p.m. Christi Walter arrived and joined executive session.

8:15 p.m. Steve Koch joined executive session.

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

39. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 8:30 p.m. for 10 minutes with the Superintendent for the purpose of discussing matters relating to actions adversely or favorably affecting students; and that the board return to open meeting at 8:40 p.m. in the Board of Education Conference Room. The executive session is required to protect the privacy rights of a student(s) who is identifiable. Aye-6 No-0

8:30 p.m. Christi Walter and Steve Koch joined executive session.

8:40 p.m. The Board returned to open meeting.

40. Motion by Patti Winters, seconded by Debora Zachgo, that U.S.D. #298 Board of Education go into executive session at 8:40 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 8:55 p.m. in this board meeting room. The executive session is required to protect the privacy interests of an identifiable individual(s). Aye-6 No-0.

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

41. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education accept the resignation of Carolyn Farris as Lincoln Elementary School teacher effective January 31, 2019. Aye-6 No-0

TJ Jonsson, President, expressed appreciation to Mrs. Farris for her service to the district on behalf of USD #298 Lincoln.

42. Motion by Rhonda Wright, seconded by Patti Winters, that U.S.D. #298 Board of Education approve hiring Mikayla Reed to fill an elementary teaching position for the 2019-20 school year. Aye-6 No-0

43. Motion by Monty Breneman, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve hiring Dayton Walter as High School Assistant Football Coach for the 2019 football season. Aye-6 No-0

44. There were no board information requests.

45. Motion by Debora Zachgo, seconded by David Bell, that the meeting be adjourned. Aye-6 No-0

Time: 9:00 p.m.

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Greta Obermueller, Clerk

Approved:

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TJ Jonsson, President