

USD #407 Board of Education

**** Meeting Minutes ****

July 17, 2007

41-001 Call to Order

Tonya Murphy called the USD #407 Board of Education meeting to order at 7:01 p.m. at the Central Administration Office. Additional Board members in attendance were Jerry Brown, John Fletcher, Rhonda Haberer, Kent Michel, Kevin Ochs, and David Urban.

Administrators present included Superintendent David Couch, Kathy Cook, Shelley Dougherty, and Larry Geist. Others in attendance included Jane Cline and Albert Linn from the Russell County News.

41-002 Reorganization of the Board of Education

A. Elect a Board President

Kevin Ochs nominated Tonya Murphy for President. Murphy declined the nomination. Tonya Murphy nominated Jerry Brown for President. With no other nominations Tonya Murphy moved and David Urban seconded a motion to elect Jerry Brown as Board President. Motion carried 7 – 0.

B. Elect a Board Vice-President

Jerry Brown nominated Tonya Murphy, and John Fletcher nominated Kevin Ochs for Vice-President. Members voted by a show of hands and Tonya Murphy was elected Vice-President by majority vote.

C. Setting Date, Time, and Place of the Regular Board Meetings

President Brown read the resolution to establish meeting dates for the 2007-2008 school term. Kent Michel moved and Rhonda Haberer seconded a motion to adopt the resolution as read. Motion carried 7 – 0.

D. Appointment of a Treasurer

Superintendent Couch recommended appointing Vickie Russ to serve as Treasurer. David Urban moved and Kent Michel seconded a motion to accept the recommendation and appoint Vickie Russ as Treasurer. Motion carried 7 – 0.

E. Appointment of the Clerk of the Board

Superintendent Couch recommended appointing Jane Cline to serve as Board Clerk. Tonya Murphy moved and Rhonda Haberer seconded a motion to accept the recommendation and appoint Jane Cline as Board Clerk. Motion carried 7 – 0.

F. Appointment of the Board Attorney

Superintendent Couch recommended the Board contract a local attorney as needed and not appoint a Board attorney at this time since the district is a member of KASB and has unlimited access to KASB and KSDE legal services. Jerry Brown moved and Kevin Ochs seconded a motion to accept the superintendent's recommendation. Motion carried 7 – 0.

41-003 Consent Calendar

A. Approval of Agenda

B. Approval of Minutes

· June 18, 2007 – Regular Meeting

C. Examination and Payment of Bills

Superintendent Couch requested amending the consent calendar to change item 41-014 2007-2008 Teacher Negotiations from an executive session to an open session. Tonya Murphy moved and Kent Michel seconded a motion to approve the Consent Calendar as amended. Motion carried 7 – 0.

41-004 Public Forum

No one addressed the Board under this agenda item.

41-005 Report

- A. President of the Board
- B. Administrators

Kathy Cook, Special Education Director, reported AEGIS Therapies gave notice to terminate their contract with the district as of August 6, 2007. Cook stated AEGIS Therapies provided physical therapy and occupational therapy services to qualifying students and finding a replacement service provider is proving to be very difficult and costly.

41-006 Organization of the Board of Education

Superintendent Couch recommended the following appointments:

- A. **Appointment of an authorized representative for the school lunch program:** Judy Woelk
- B. **Appointment of attendance center principals as employees to report student nonattendance:** Shelley Dougherty, Simpson Elementary and Bickerdyke Elementary; Larry Geist, Luray-Lucas Elementary and Lucas-Luray High School; Gaylon Walter, Ruppenthal Middle School; and Larry Bernard, Russell High School
- C. **Appointment of district representative for Federal Programs including Title I Officer:** Larry Geist be appointed as the Federal Projects Coordinator for Title I; Shelley Dougherty be appointed coordinator for Title IV; and David Couch be appointed coordinator for Title II-A, Title II-D, and Title V
- D. **Designation of Depositories:** Sunflower Bank, Russell; United Missouri Bank (UMB Russell State Bank), Russell; Gorham State Bank, Gorham; United Missouri Bank (UMB Russell State Bank, Luray Branch), Luray; United National Bank, Russell; Pony Express Bank, Lucas; and Wilson State Bank, Russell
- E. **Designation of district KPERS representative:** Vickie Russ
- F. **Designation of representative to authorize early payment of bills to avoid late payment penalty as per KSA 12-105(B):** Superintendent of Schools
- G. **Establish mileage rates for reimbursement:** 48.5 cents per mile
- H. **Establish petty cash limits:** Russell High School - \$1,500; Ruppenthal Middle School - \$1,000; Bickerdyke Elementary School - \$500; Simpson Elementary School - \$500; Lucas-Luray High School - \$750; Luray-Lucas Elementary School - \$500; Special Education - \$800; and Central Office - \$1,500
- I. **Appoint Hearing Officer for free and reduced meal application appeals:** Superintendent of Schools
- J. **Designate official newspaper:** Russell County News
- K. **Appoint Board member representative to the Smoky Hill Educational Development Center:** Board President
- L. **Appoint Coordinator for Section 504, ADA, Title 9, Title 10:** Superintendent of Schools
- M. **Appoint designees to handle activity funds as per House Bill 28-02:** Shelley Dougherty, Simpson Elementary and Bickerdyke Elementary; Larry Geist, Luray-Lucas Elementary and Lucas-Luray High School; Gaylon Walter, Ruppenthal Middle School; and Larry Bernard, Russell High School
- N. **Designate a Freedom of Information Officer:** Superintendent of Schools
- O. **Appointment of a Governmental Relations Network contact for KASB:** Kevin Ochs

Jerry Brown moved and John Fletcher seconded a motion to accept the Superintendent's

proposal for organizational items A - O. Motion carried 7 – 0.

41-007 Adopt Home Rule Resolution

David Urban moved and Kent Michel seconded a motion to adopt the Home Rule Resolution as presented. Motion carried 7 – 0.

41-008 Annual Waiver of Requirements for Generally Accepted Accounting Principles (GAAP)

Tonya Murphy moved and Rhonda Haberer seconded a motion to adopt the GAAP Waiver as presented. Motion carried 7 – 0.

41-009 Approval of Proposed 2007-08 Classified Salary Schedules

Classified salary schedules were reviewed and the Custodian/Bus Driver schedule was amended to remove the separate Part-Time Custodian and Activity Bus Driver pay scales. Substitute custodians and bus drivers will receive compensation on Step 1 of the pay scale. Activity bus drivers will be paid their hourly rate including down time.

Kevin Ochs moved and Tonya Murphy seconded a motion to approve the Classified Salary Schedules with amendments. Motion carried 7 – 0.

41-010 Approval of District Handbook

A review of the District Handbook led to several points of discussion. Topics addressed for amendments include:

District

- *Tardiness* – changed from being in attendance for 60 minutes of class to 2/3 of the class period.

Bickerdyke Elementary School

- Add segment relating to *Bicycles*

Russell High School

- *Eligibility* - Change the content to reflect that if a student receives a failing grade in a class for 2 consecutive weeks, they will become ineligible to participate in any extra-curricular activity until the grade is raised above failing status.

Simpson Elementary School

- Add segment relating to *Arrival and Departure*

Tonya Murphy moved and Kent Michel seconded a motion to approve the District Handbook with amendments. Motion carried 7 – 0.

41-011 Approval of Classified Handbook

Tonya Murphy moved and Rhonda Haberer seconded a motion to approve the Classified Handbook as presented. Motion carried 7 – 0.

41-012 Approval of Coaches' Athletic Handbook

The Coaches' Athletic Handbook was reviewed and discussion held. It was the general consensus of the Board to amend the handbook to include the following changes:

- *Student Eligibility* section for Russell High School – Change the content to reflect that if a student receives a failing grade in a class for 2 consecutive weeks, they will become ineligible to participate in any extra-curricular activity until the grade is raised above

failing status.

- *RMS Activity “3 Season” Award:* The Board requested this segment be omitted from the handbook until administrators can be present to contribute to the discussion.

Kent Michel moved and John Fletcher seconded a motion to approve the Coaches’ Athletic Handbook with the modifications discussed. Motion carried 7 – 0.

41-013 Acceptance of At Risk 4-Year-Old Grant

Larry Geist and Kathy Cook secured \$32,242 in grant funding to establish an At-Risk 4-Year Old Preschool at Lucas. Superintendent Couch reported acceptance of these funds will allow the preschool to be a self-funded program while bringing in additional headcount revenue to the district. Discussion was held on the specifics of the program.

David Urban moved and Rhonda Haberer seconded a motion to accept the grant funds. Motion carried 7 – 0.

41-014 2007-08 Teacher Negotiations

Teacher negotiation proceedings were discussed in open session. It was the general consensus of the Board to have Jerry Brown and Kent Michel serve on the negotiations committee.

41-015 Budget Information – Setting a Date for a Budget Workshop

Superintendent Couch reviewed budget submission deadlines and requested a budget workshop be held on August 6, 2007 @ 5:30 p.m. in the Central Administration. Board members were in agreement with the date of the meeting.

41-016 Approval of Resignations, Retirements, and New Contracts

The following new contracts were presented for approval:

- Judy Woelk – Food Service Coordinator – \$10.50 per hour/32.5 hours weekly
- Audria Hanzlick – Special Education Para @ RHS – \$8.40 per hour/32.5 hours weekly
- Marsha Johnson – 5th Grade Teacher @ BES – \$28,180
- Lynda Lynes – Preschool Teacher @ Lucas/Luray - \$14,090
- Miran Krannawitter – Preschool Para @ Lucas/Luray – \$7.90 per hour/20 hours weekly

David Urban moved and Kent Michel seconded a motion to approved the contracts as presented. Motion carried 7 – 0.

41-017 Board Forum

Superintendent Couch welcomed Rhonda Haberer and John Fletcher to the Board. Couch also cautioned Board members on allowed procedures for submitting email correspondence.

41-018 Adjournment

Tonya Murphy moved and Kent Michel seconded a motion to adjourn. Motion carried 7 – 0.

Time: 8:09 p.m.

USD #407 Board of Education

**** Meeting Minutes ****

August 6, 2007

41-019 Call to Order

President Jerry Brown called the USD #407 Board of Education special meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Kent Michel, Tonya Murphy, Kevin Ochs, and David Urban. Rhonda Haberer was absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience included Albert Linn, David Zachman and Cindy Balthazor.

41-020 Coaches' Athletic Handbook – Russell Schools (Amendment)

Mr. Bernard and Mr. Zachman petitioned the Board to reconsider the student eligibility policy adopted at the July meeting. Discussion was held regarding the effects the policy would have on student participation in school activities. Mr. Bernard requested the Board adopt the policy originally submitted for approval:

Weekly eligibility requirements at Russell High School includes that the student be enrolled in at least 8 subjects of unit weight and has no more than one failing grade (F).

- *Weekly eligibility will be checked every Monday beginning with the third Monday (of each semester) after school starts. A report will be compiled from Power Grade of all students who are failing at least 1 class. Students failing more than 1 class will be placed on probation for 1 week (they will still be eligible to fully participate in all extra-curricular activities during this time). If after the probation week they still have more than 1 failing grade, they will become ineligible to participate in any extra-curricular activity until they have no more than 1 failing grade. They may still practice while they are ineligible, but cannot participate in or travel to contests.*

Jerry Brown moved and Kevin Ochs seconded a motion to revert to the eligibility policy as originally presented. Motion carried 4 – 2. John Fletcher and Kent Michel cast opposing votes.

Mr. Walter reviewed the intention of the RMS Activity “3 Season” Award as presented in the Coaches' Athletic Handbook. Discussion followed and Mr. Walter was directed to revise the handbook language.

Jerry Brown moved and John Fletcher seconded a motion to revise the RMS Activity Awards section to include recognition be given to a student for each activity in which they participate and a ‘special award’ be given to students who participate in 3 activities during both 7th and 8th grade. Motion carried 6 – 0.

41-021 Classified Handbook (Amendment)

Upon further review of the 2007-2008 Classified Handbook, Superintendent Couch recommended the Sick Leave Bank narrative be amended to strike the following statement:

The number of days a sick leave bank member may request cannot exceed the total number of days the member had accumulated (current year inclusive) at the beginning of the school year.

Kent Michel moved and Kevin Ochs seconded a motion to amend the Classified Handbook as requested by Superintendent Couch. Motion carried 6 – 0.

41-022 2007-2008 Budget Workshop

Superintendent Couch detailed the proposed budget for the 2007-2008 school term. Highlights included the process of creating the budget and the affect the mill levy had upon the Local Option Budget (LOB). The budget hearing was set for August 20, 2007 at 5:30 p.m. at the Central Administration Office.

John Fletcher moved and David Urban seconded a motion to publish the Notice of Hearing for the 2007-2008 budget. Motion carried 6 – 0.

41-023 2007-08 Teacher Negotiations

Jerry Brown moved and Kent Michel seconded a motion to enter executive session for a period of 15 minutes for matters relating to employer/employee negotiations. Motion carried 6 – 0. Superintendent Couch was invited into the executive session.

Start Time: 6:27 p.m.

End Time: 6:42 p.m.

Open session resumed with no action being taken.

41-024 Approval of Resignations, Retirements, and New Contracts

Superintendent Couch presented the following resignation for approval:

- Jeff Pape – District Technology Coordinator

The following new contracts were presented:

- Tane' Height – School Lunch Employee @ RMS - \$9.05/hour
- Judith Laurie – School Lunch Employee @ BES – \$8.45/hour
- Andy Gwennap – Assistant FB @ RMS –\$1,127
- Leland Francis – Head Softball Coach @ RHS – \$1,804
- Jeff Florian – Bus Driver – \$9.35 hour

Tonya Murphy moved and Kent Michel seconded a motion to approve the resignation and new contracts as presented. Motion carried 6 – 0.

41-025 Adjournment

Jerry Brown moved and Tony Murphy seconded a motion to adjourn. Motion carried 6 – 0.

Time: 6:45 p.m.

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
AUGUST 20, 2007

41-026 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, Tonya Murphy, and Kevin Ochs. David Urban was absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance register.

41-027 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - July 17, 2007 – Regular Meeting
 - August 6, 2007 – Special Meeting
- C. Examination and Payment of Bills

A review of the agenda indicated amendments were needed. John Fletcher moved and Kent Michel seconded a motion to amend the agenda to reflect that the meeting is a regular monthly meeting not a special meeting as published and to include agenda item 41-027A Public Forum. Motion carried 6 – 0.

Kevin Ochs moved and Kent Michel seconded a motion to approve the consent calendar as amended. Motion carried 6 – 0.

41-027A Public Forum

No one addressed the Board under this agenda item.

41-028 Presentation of RHS Alternative School Diploma

President Brown awarded a high school diploma to Donna VanBebber. Mr. Bernard congratulated VanBebber for being the first graduate from the Russell Learning Center since it has been moved to Russell High School. Terry Branick is the instructor overseeing the program.

41-029 2007-2008 Budget Hearing

No one in attendance offered any comments on the budget.

41-030 Approval of 2007-2008 USD 407 Budget

Superintendent Couch recommended approval of the 2007-2008 budget as published.

Rhonda Haberer moved and Kent Michel seconded a motion to accept the Superintendent's recommendation and approve the budget as published. Motion carried 6 – 0.

41-031 Approval of Coaches' Handbook – Lucas-Luray High School/Luray-Lucas Elementary

Rhonda Haberer initiated discussion on activities listed to meet eligibility requirements and asked for clarifications concerning over night trips. Mr. Geist was asked to amend the handbook to include softball and baseball in the list of activities in item 1 under the *Eligibility Requirement* on page 3.

Jerry Brown moved and John Fletcher seconded a motion to approve the Coaches' Handbook with the requested amendment. Motion carried 6 – 0.

41-032 Presentation of Administrators' Handbook

Superintendent Couch requested approval of the Administrator's Handbook as presented noting no changes were made from the previous school year.

Tonya Murphy moved and Rhonda Haberer seconded a motion to approve the handbook as presented. Motion carried 6 – 0.

41-033 2007-08 Teacher Negotiations

Jerry Brown moved and John Fletcher seconded a motion to enter executive session for a period of 10 minutes for matters relating to employer/employee negotiations. Motion carried 6 – 0. Superintendent Couch was invited into the executive session.

Time: 5:41 p.m.

End: 5:51 p.m.

Open session resumed with no action being taken.

41-034 Approval of Resignations, Retirements, and New Contracts

The following resignation was presented for approval:

- Toni Blanton – Special Education/Title 1 Paraeducator at Luray-Lucas Elementary School

The following new contracts were presented for approval:

- Augustina Oddo – Sp. Ed. Para @ RHS – \$8.30 per hr.
- Natalie Threewitt - Sp. Ed. Para @ RMS – \$8.40 per hr.

Jerry Brown moved and Tonya Murphy seconded a motion to accept the resignation and new contracts as presented. Motion carried 6 – 0.

41-035 Board Forum

Kevin Ochs inquired about receiving Site Council reports. Couch suggested adding Site Council reports to the agenda. Ochs also requested the Board study class sizes at the elementary level in Simpson and Bickerdyke Elementary Schools.

41-036 Adjournment

Jerry Brown moved and John Fletcher seconded a motion to adjourn. Motion carried 6 – 0.

Time: 5:59 p.m.

Jane M. Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
SEPTEMBER 17, 2007

41-037 Call to Order

Vice President Tonya Murphy called the USD #407 Board of Education regular meeting to order at 5:41 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, Kevin Ochs and David Urban. Jerry Brown was absent.

Administrators present included Superintendent David Couch, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance register.

41-038 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - August 20, 2007 – Regular Meeting
- C. Examination and Payment of Bills

Kent Michel moved and Rhonda Haberer seconded a motion to approve the consent calendar as presented. Motion carried 6 – 0.

41-039 Public Forum

No one addressed the Board under this agenda item.

41-040 Report

- A. President of the Board
- B. Administrators

Kathy Cook reported the district is collaborating with the Kansas State Department of Education with the search for a registered physical therapist and occupational therapist.

Larry Geist recognized Dwight Windle for all his work as the StuCo sponsor on organizing the Homecoming events. Geist reported the Lucas-Luray football team has a two game winning streak. Geist thanked Christine Kressley for stepping in to assist as custodian in the absence of Angela Thomforde. Mr. Geist also expressed gratitude to Deb Feil for assisting the new technology coordinator in setting up school computers for the school term.

Gaylon Walter congratulated Katlynn Krug for placing first in the Regional Art competition earning her the honor to move on to State competition.

David Couch reported the preliminary district enrollment figures indicating the headcount is considerably lower than expected.

Shelley Dougherty thanked Simpson Elementary and Bickerdyke Elementary staff members for their efforts in hosting the open houses held at each facility.

Mrs. Dougherty shared a video feed interviewing Education Commissioner, Alexa Posny, regarding the Multi-tiered System of Support (MTSS). Dougherty thanked Kathy Cook for the DIBELS training provided to elementary staff members in conjunction with MTSS.

Larry Bernard arrived at 5:47 p.m.

41-041 Approval of the 2007-2008 Teacher Negotiations

Superintendent Couch reported the teachers' organization met and ratified the proposal presented by the Board. Details of the agreement include: \$1,500 increase to the base salary, \$20,000 added to supplemental assignments, teachers agree to work one extra duty assignment on a volunteer basis without compensation during the 2007-2008 school year, teachers agree to work 185 contract days, an increased fees for submission of late resignations, and elimination of the first two steps from the coaches' pay scales. Couch recommended approval of the agreement.

Kent Michel moved and Kevin Ochs seconded a motion to approve the negotiation agreement. Motion carried 6 – 0.

41-042 Authorization to Apply for Federal Funds Under Part B of the Individuals with Disabilities Act (IDEA) for Fiscal Year 2008

Kathy Cook, Special Education Director, informed the Board that applying for Federal Funds under IDEA is a formality that needs to be addressed annually. Cook gave an overview of the application process and requested authorization to apply for the funds.

Kevin Ochs moved and Rhonda Haberer seconded a motion to authorize Mrs. Cook to apply for Federal Funds under Part B of the IDEA for fiscal year 2008. Motion carried 6 – 0.

41-043 Approval of the Capital Outlay Resolution

Superintendent Couch reported the district's five-year Capital Outlay authorization expires this year. Couch recommended renewal of the resolution increasing the amount of tax levied to 6 mills beginning with the 2008-2009 budget year. Discussion was held on projects completed using Capital Outlay funds and future needs of the district.

Tonya Murphy read the Capital Outlay Resolution proposed by the Board and moved for adoption as read. Rhonda Haberer seconded the motion. Motion carried 6 – 0.

41-044 Consideration of Big Brothers/Big Sisters Request to Operate within the Russell County Schools

A committee of representatives highlighted the Big Brother/Big Sisters school-based program and requested permission to expand the community-based program into the Russell County school system. Joey Cotten, Janae Talbott, Nancy Jeter, Jenny Bates, Andrea Cross, and Angel Munday spoke on behalf of the organization. A lengthy discussion was held regarding the district's commitment and liability involved with the program.

Superintendent Couch suggested tabling the item until the October meeting to allow the administrative team further consideration of the program before making a formal recommendation to the Board. Immediate polling of the administrative team by Board Member Kent Michel indicated a general consensus in favor of implementing the program.

John Fletcher moved and Kent Michel seconded a motion to allow Big Brothers/Big Sisters into the Russell County school system. Motion carried 6 – 0.

41-045 Approval of Resignations, Retirements, and New Contracts

Superintendent Couch presented the resignation request of Lucy Beilman, Special Education Teacher at Simpson Elementary and recommended the Board not accept her resignation. Special

Education Director Kathy Cook concurred with Couch's recommendation describing the difficulty in finding a replacement for the teaching position. Options available for action on the resignation were discussed.

Kevin Ochs moved and David Urban seconded a motion not to accept the resignation of Lucy Beilman. Outcome of the vote resulted in a 3 – 3 tie. Tonya Murphy, Kent Michel and John Fletcher voted against the motion.

Further discussion was held on the Board's options in dealing with the resignation request. Couch and Cook restated their concerns and cautioned the Board on the message that would be sent should the Board vote in favor of accepting the resignation.

Kevin Ochs restated the motion not to accept the resignation of Lucy Beilman. David Urban seconded the motion. Motion carried 4 – 2. Kent Michel and John Fletcher cast the opposing votes.

Superintendent Couch presented the following resignation, retirement and new contracts for approval:

Resignation:

- Lori Davidson – Supplemental Music Assignment at Russell High School

Retirement:

- Romilda Nuss – Special Education Paraeducator at Russell High School

New Contracts:

- Cory Funk – District Technology Coordinator - \$37,500
- Devin Schwartz – Asst. Wrestling Coach at Russell High School - \$1,127

John Fletcher moved and Kent Michel seconded a motion to approve the resignation, retirement and new contracts as presented. Motion carried 6 – 0.

41-046 Board Forum

Rhonda Haberer relayed concerns about classroom doors being left open during parent-teacher conferences.

41-047 Adjournment

John Fletcher moved and Tonya Murphy seconded a motion to adjourn. Motion carried 6 – 0.

Time: 6:51 P.M.

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
OCTOBER 15, 2007

41-048 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:33 p.m. at Lucas-Luray High School. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, Tonya Murphy, Kevin Ochs and David Urban.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance register.

41-049 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - September 17, 2007 – Regular Meeting
- C. Examination and Payment of Bills

Jerry Brown motioned to amend the agenda to include item *41-052A Permission for the Superintendent and Special Education Director to Explore the Possibility of USD #407 Joining a Special Education Cooperative* and *41-052B Board Consideration of Whether or Not to Continue the 4-Year-Old At-Risk Program at LLHS*. Kent Michel seconded the motion. Motion carried 7 – 0.

Jerry Brown moved and Kent Michel seconded a motion to approve the consent calendar as amended. Motion carried 7 – 0.

41-050 Public Forum

No one addressed the Board under this agenda item.

41-051 Reports

- A. President of the Board
- B. Administrators

Larry Bernard congratulated Kyla Reinhardt, Brittney Rohr and Bailey Driscoll for qualifying to compete at the sub-state tennis tournament noting Rohr and Driscoll are moving on to state competition. Congratulations were also extended to students and staff of Russell High School for their performance on the State Assessments during the 2006-2007 school year.

Bernard recognized Jane Wagner for her presentation at the Regional English Conference in Hays. Credit was given to Patrick Barney for hosting and expanding the German Exchange program.

Gaylon Walter congratulated Ruppenthal Middle School students and staff on their 2006-2007 State Assessment results.

Shelley Dougherty recognized the Russell Elementary PTO for their support of the students and staff. Dougherty also reported the Simpson Elementary students are adapting very well

to the new Multi-tiered System of Support (MTSS) program. Congratulations were extended to last year's 3rd grade Bickerdyke Elementary staff and students for their accomplishments on the State Assessments.

Larry Geist congratulated students and staff at the Luray and Lucas schools on their State Assessment results. Geist reported the LLHS volleyball team took 3rd place at the League Tournament at Sylvan and are moving on to regional competition; the Electric Car team is preparing for their first meet; LLES football is 6 – 1 for the season, and LLES volleyball is playing for 3rd place in league competition. The LLHS Kay Club fundraiser was deemed a success as the club sold 210 dozen Krispy Kreme donuts.

Kathy Cook congratulated Lori Thornburg for her score on the accountability performance exam issued to special education data clerks.

41-052 State Assessment Results/Adequate Yearly Progress for 2006-07

Superintendent Couch recapped the results of the 2006-2007 State Assessments and offered congratulations to the following schools for making the Standard of Excellence:

- § BES – 3rd Grade Math
- § LLHS – Building on Reading and Math; and 11th Grade Reading and Math
- § LLES – 5th Grade Reading; and 7th Grade Reading
- § RMS – Building on Reading and Math; 6th Grade Reading and Math; 7th Grade Reading; and 8th Grade Reading
- § RHS – Building on Reading, Math and Writing; and 11th Grade Reading, Math, and Writing

One negative outcome from the 2006-2007 assessments indicate Bickerdyke Elementary School will be placed on probation this year because the Special Education subgroup did not make adequate progress in reading. Administrators are addressing the needs and working toward improving the scores.

41-052A Permission for the Superintendent and Special Education Director to Explore the Possibility of USD #407 Joining a Special Education Coop

Special Education Director, Kathy Cook, and Superintendent Couch requested permission to explore the possibility of joining a special education coop to bolster current programs. Reasons for pursuing the discussion are difficulties in filling vacant staff positions and the excessive costs associated with some challenging students enrolled in the district.

Jerry Brown moved and Rhonda Haberer seconded a motion to grant permission for the Superintendent and Special Education Director to explore the possibility of joining a special education cooperative and provide information to the Board. Motion carried 7 – 0.

41-052B Board Consideration of Whether or Not to Continue the 4-Year-Old At Risk Program at LLHS

Superintendent Couch reported the grant previously accepted for the 4-year-old At-Risk program at Lucas was misleading and grant funds will not be received. The grant allows the district the opportunity to include eligible students in the annual headcount to receive additional funding. Due to low enrollment numbers and the inability to locate a certified staff member to teach the class, Superintendent Couch recommended terminating the program.

David Urban moved and Kevin Ochs seconded a motion to discontinue the 4-year-old At-Risk preschool program. Motion carried 7 – 0.

41-053 Light Poles and Bleachers at Luray

Public concerns were addressed regarding the bleachers and light poles at Luray. Superintendent Couch reported the bleachers were only loaned to a community group at Lucas and will be returned; and the light poles at Luray are being taken down because they pose a safety hazard.

41-054 Approval to Form a Cooperative Agreement for High School Golf with Sylvan Unified

Mr. Geist requested permission to enter into a cooperative agreement with Sylvan Unified for high school golf. No additional fees will be incurred by the district as a result of forming the agreement. Geist reported Board approval is required prior to forwarding the application to KSHSAA.

Rhonda Haberer moved and Kent Michel seconded a motion to form a cooperative agreement with Sylvan Unified for high school golf. Motion carried 7 – 0.

41-055 2007 – 2008 Enrollment Figures

Superintendent Couch presented 2007-2008 pre-audit enrollment figures and discussed the impact on funding for the 2008-2009 school term.

No action was taken.

41-056 Board Action Regarding Classified Employee

Jerry Brown moved and Kent Michel seconded a motion to enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Time: 5:55 p.m.

End: 6:10 p.m.

Open session resumed. Tonya Murphy moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Murphy, Haberer, Urban and Brown were present for the action. Superintendent Couch and Larry Geist were invited into executive session.

Time: 6:11 p.m.

End: 6:26 p.m.

Open session resumed. Kent Michel moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Michel, Haberer, Brown, and Ochs were present for the action. Superintendent Couch and Larry Geist were invited into executive session.

Time: 6:29 p.m.

End: 6:39 p.m.

Open session resumed with no action being taken.

41-057 Board Action Regarding Certified Employee

Jerry Brown moved and Tonya Murphy seconded a motion to enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Kathy Cook, and Shelley Dougherty were invited into executive session.

Time: 6:40 p.m.

End: 6:55 p.m.

Open session resumed. Tonya Murphy moved and Kent Michel seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Fletcher, Murphy, Michel, and Haberer were present for the action. Superintendent Couch, Kathy Cook and Shelley Dougherty were invited into executive session.

Time: 6:56 p.m.

End: 7:01 p.m.

Open session resumed with no action being taken.

41-058 Approval of Resignations, Retirements, and New Contracts

The following resignation and new contracts were presented:

Resignations:

- Dale Thiele – Junior Class Sponsor @ Lucas-Luray High School

New Contracts:

- Nate Schmitt – Asst. Boys' Basketball @ Ruppenthal Middle School
- Audrey Parsons – Special Education Paraeducator @ Russell High School

John Fletcher moved and Kent Michel seconded a motion to approve the resignation and new contracts as presented. Motion carried 7 – 0.

41-059 Board Forum

Jerry Brown requested building administrators begin studying the feasibility of combining programs within the district.

Rhonda Haberer was recruited to represent the Board on the calendar committee.

41-060 Adjournment

Jerry Brown moved and David Urban seconded a motion to adjourn. Motion carried 7 – 0.

Time: 7:07 p.m.

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
NOVEMBER 19, 2007

41-061 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Tonya Murphy, Kevin Ochs and David Urban. Kent Michel was absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, and Gaylon Walter. Guests in the audience signed an attendance register.

41-062 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - October 15, 2007 – Regular Meeting
- C. Examination and Payment of Bills

Jerry Brown moved and John Fletcher seconded a motion to approve the consent calendar as presented. Motion carried 6– 0.

41-063 Public Forum

No one addressed the Board under this agenda item.

41-064 Reports

- A. President of the Board
- B. Administrators

Shelley Dougherty and Gaylon Walter thanked Jim Balthazor for inviting the middle school and elementary students to preview the school musical, *The Sound of Music*. Dougherty also thanked Russell High School students for donating books to the elementary school libraries and spending time reading to the students.

Gaylon Walter commended Rich Sieker for spear-heading student involvement in the community Veteran's Day activities. Recognition was also given to Mr. Bernard and the transportation department for shuttling kids to and from the event in a timely manner. Walters recognized staff and parents involved with hosting school-sponsored trips taken to celebrate the 2006-2007 State Assessment results.

Larry Bernard congratulated the following athletes for receiving league honors: Brittany Counts – Honorable Mention in Volleyball; Lance Murphy – All League Line Backer; Clayton Nowak – All League Punter; Devin Gfeller – Honorable Mention Defensive/Offensive Back; Danny Hachmeister – Honorable Mention in football.

Bernard congratulated Taylor Ochs for earning 8th Place in Information Geometry/Measurement and 10th Place in Using Number Sense at the 3-4A Math Relays. The Varsity Scholar's Bowl under the direction of Blaine Maier was recognized for earning two – 1st Place finishes in recent competitions and an announcement was made that the district will be hosting the 4A Regional contest in January. Congratulations were extended to Mrs. Hohman, Mrs. Underwood and the speech competitors for their 1st Place finish at recent tournaments.

Bernard commended the Russell High School Student Council for fund raising efforts to provide new books to the elementary school libraries and for the connection built between the

schools by reading to the elementary students.

Mr. Balthazor and the entire play caste were congratulated for the amazing performance of *The Sound of Music*. Mr. Joshua Jackson was recognized for his work in hosting the League Vocal Concert.

Bernard announced Russell High School will be hosting the 4A Sub-State Basketball tournament scheduled to be held February 28th, 29th and March 1st.

David Couch congratulated Larry Bernard for being selected as the Region V Kansas Secondary Principal of the Year. Couch also thanked building administrators for their tactics used in dealing with student behavior issues.

41-065 Presentation of 2008-2009 District Calendar

Mr. Bernard presented the 2008-2009 district calendar on behalf of the calendar committee. Discussion was held on the most effective use of inservice days. No action was taken.

41-066 Presentation on Kansas Career Pipeline by David Zachman

Mr. Zachman demonstrated the *Kansas Careers Pipeline* which is a web-based career exploration tool being implemented at Russell High School.

41-067 Presentation of the Proposed Counseling Curriculum

Mrs. Cook presented the USD 407 Counseling Curriculum for the Board's consideration. It is the recommendation of the counselors to accept the Kansas Standards as the USD 407 curriculum. The proposed curriculum aligns with the state assessments and online resources exist to coincide with the curriculum. No action was taken.

41-068 Scheduling a Date and Time for a Board Retreat

Consideration was given to scheduling additional meetings for goal setting and exploration of issues facing the Board due to declining enrollment, budget restraints, and capital outlay needs. It was the general consensus of the Board to begin the process in December. Superintendent Couch will review the district calendar and compile a list of available dates.

41-069 Approval of Resignations, Retirements, and New Contracts

There were no new contracts or retirement requests submitted for approval. The resignation of Tami Steinle, Lucas-Luray High School Cheerleading Sponsor, was presented.

David Urban moved and Rhonda Haberer seconded a motion to approve the resignation as presented. Motion carried 6 – 0.

41-070 Board Forum

Kevin Ochs commended building administrators for involving the student body in the Veteran's Day service.

41-071 Adjournment

Tonya Murphy moved and Rhonda Haberer seconded a motion to adjourn. Motion carried 6 – 0.

Time: 6:06 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
DECEMBER 17, 2007

41-072 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, and Kevin Ochs.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, and Gaylon Walter. Guests in the audience signed an attendance register.

41-073 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - November 19, 2007 – Regular Meeting
- C. Examination and Payment of Bills

John Fletcher moved and Kevin Ochs seconded a motion to approve the consent calendar as presented. Motion carried 5 – 0.

David Urban arrived at 5:31 p.m. and Tonya Murphy arrived at 5:33 p.m.

41-074 Public Forum

No one addressed the Board under this agenda item.

41-075 Reports

- A. President of the Board
- B. Administrators

Gaylon Walter thanked Mr. Couch for recruiting additional help to assist with snow removal and praised custodians for their work.

Shelley Dougherty echoed Mr. Walter's comment and recognized building custodians for snow removal efforts. Congratulations were extended to Lori Davidson for being selected as the Northwest Kansas Music Educator's Association (KMEA) Teacher of the Year for 2007. Dougherty commended Simpson Elementary staff for their commitment to the Multi-Tiered System of Support (MTSS).

Larry Bernard commended the nine district route bus drivers for their diligence and commitment in transporting students during the recent winter storms.

David Couch thanked Jim Bourn and Nick VonLintel for their additional hours worked on snow removal. Couch also expressed appreciation to Larry Bernard for transportation communications and additional hours contributed during the winter storms.

Superintendent Couch reported exploration efforts to join a special education coop are continuing and the district is waiting for a response from the proposed coop.

41-076 Approval of 2008-2009 District Calendar

Superintendent Couch concurred with Larry Bernard and recommended approval of the 2008-2009 District Calendar as presented in November.

Jerry Brown moved and Rhonda Haberer seconded a motion to approve the calendar as presented. Motion carried 7 – 0.

41-077 Approval of the Counseling Curriculum

Superintendent Couch indicated the proposed Counseling Curriculum adopts the State Standards and recommended approval as presented by Kathy Cook during the November meeting.

Kevin Ochs moved and David Urban seconded a motion to approve the Counseling Curriculum as presented. Motion carried 7 – 0.

41-078 Scheduling a Date and Time for a Board Retreat

Discussion was held on available dates and time in which to schedule a Board retreat.

Jerry Brown moved and Kevin Ochs seconded a motion to schedule a special meeting on January 9, 2009 at 5:00 p.m. Motion carried 7 – 0.

41-079 Simpson Staff Presentation Concerning Multi-Tiered System of Support (MTSS)

Simpson Elementary staff members (Margaret Finkbeiner, Charlotte Michel, Lisa Schlyer, Kim Stoppel, Shari Mitchell and Shelley Dougherty) demonstrated how the MTSS program works and shared the short-term results. Discussion was held on the costs involved with implementing the program and the research-based materials being used. Simpson staff members were applauded for their commitment to the program.

41-080 Preliminary Staffing Considerations for Next Year

Jerry Brown moved and John Fletcher seconded a motion to enter executive session for a period of 15 minutes for personnel matters relating to non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Shelley Dougherty, and Gaylon Walter were invited into executive session.

Time: 6:00 p.m.

End: 6:15 p.m.

Open session resumed. Jerry Brown moved and John Fletcher seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters relating to non-elected personnel. Motion carried 7 – 0.

Time: 6:15 p.m.

At 6:19 p.m., Bernard and Dougherty exited executive session and Kathy Cook was invited in.

End: 6:25 p.m.

Open session resumed with no action being taken.

41-081 Superintendent Evaluation

Discussion was held regarding the format to be used for the superintendent's evaluation scheduled annually in January per Board Policy. General consensus of the Board is to evaluate the superintendent using a discussion method instead of using an instrument with a rating scale. No action was taken.

41-082 Approval of Resignations, Retirements, and New Contracts

Superintendent Couch recommended acceptance of the following resignation and new contract:

Resignation:

- Deb Feil – Business/Computer Teacher at LLHS

New Contract:

- Audrey Maupin – District-Wide Nurse Secretary

Rhonda Haberer moved and David Urban seconded a motion to approve the resignation and new contract as presented. Motion carried 7 – 0.

41-083 Board Forum

Superintendent Couch informed the Board that he contracted with the Kansas Association of School Boards (KASB) to perform an enrollment projection at a cost of \$300.

41-084 Adjournment

Jerry Brown moved and David Urban seconded a motion to adjourn. Motion carried 7– 0.

Time: 6:30 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
JANUARY 9, 2008

41-085 Call to Order

President Jerry Brown called the USD #407 Board of Education special meeting to order at 5:00 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Kent Michel, Tonya Murphy and Kevin Ochs. John Fletcher and David Urban were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Albert Linn from the Russell County News was also in attendance.

41-086 Board Retreat

Superintendent Couch reviewed a budget proposal for the upcoming school term reflecting a \$70,000 deficit compared to the 2007-2008 school year. Results from the Kansas Association of School Board's (KASB) enrollment projection was also examined.

Board members and administrators philosophically discussed options to trim the budget beginning with the 2008-2009 fiscal year. Options included in the discussion were: redistributing funds, increasing taxes, program cuts, staff reductions, and transportation costs. Long-range planning options broached include a 4-day school week and the possibility of combining facilities.

Committees were established to complete in-depth studies on the 4-day school week and the feasibility of combining facilities. Superintendent Couch, Kent Michel and David Urban will serve on the committee to study the 4-day school week. Jerry Brown, Kevin Ochs, Larry Bernard, Gaylon Walter and Shelley Dougherty volunteered to serve on the building committee. Larry Bernard stated the transportation department is currently compiling information in relation to the number of miles students are being transported.

Murphy initiated discussion on hiring a floating teacher at the elementary level to maximize learning opportunities. Consideration was given to drafting a policy to set limitations on the student/teacher ratio in grades K-5.

Shelley Dougherty requested the Board's response on an early-release option for students at the elementary level to allow for additional staff development. It was the general consensus of the Board that consideration be given to hosting educational programs and secure parent volunteers to supervise students while staff attend training sessions.

Ruppenthal Middle School electrical infrastructure and the Central Office elevator repairs were among vital capital outlay needs being revisited.

No action was taken.

41-087 Adjournment

Rhonda Haberer moved and Kent Michel seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:17 p.m.

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
JANUARY 21, 2008

40-088 Call to Order

Vice President Tony Murphy called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Kent Michel, Kevin Ochs and David Urban. Jerry Brown and John Fletcher were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, and Gaylon Walter. Guests in the audience signed an attendance roster.

40-089 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - December 18, 2007 – Regular Meeting
 - January 9, 2008 - Special Meeting
- C. Examination and Payment of Bills

Rhonda Haberer moved and Kevin Ochs seconded a motion to approve the consent calendar as presented. Motion carried 5 – 0.

40-090 Public Forum

No one addressed the Board under this agenda item.

40-091 Reports

- A. President of the Board
- B. Administrators

Superintendent Couch reported Larry Geist was absent due to a home basketball game at Luray.

Gaylon Walter congratulated David Crawford for being selected as a Regional winner in the “If I Were a Mayor” contest and reported David is one of six eligible contestants being considered for the overall State award.

40-092 2006 - 2007 USD 407 Audit Report – Gudenkauf and Malone, Inc.

Katrina Larson of Gudenkauf and Malone, Inc. summarized the 2006 – 2007 audit. A review of the audit indicated two deficiencies were discovered:

1. Violation of a Kansas Statute due to the absence of a surety bond from the contractor on the Russell High School Biology room project. It is recommended to implement a procedure to insure that all approved projects over \$100,000 have an appropriate surety bond.
2. The reconciliation for the activity fund at Russell High School did not agree with the activity fund general ledger. All funds were accounted for with only bookkeeping errors reported. Recommendation made was for RHS to reconcile the bank statement every month with the general ledger.

David Urban moved and Rhonda Haberer seconded a motion to accept the 2006 – 2007 audit report as presented. Motion carried 5 – 0.

40-093 Board Consideration of Allowing Spring Parent/Teacher Conferences for Select Schools

Gaylon Walter, principal of Ruppenthal Middle School, requested permission to schedule spring parent-teacher conferences in February. Superintendent Couch indicated Mr. Geist at Luray Elementary School also expressed an interest in hosting spring conferences. Discussion was held on the needs of all buildings and the format to be used.

Tonya Murphy moved and Kent Michel seconded a motion to allow spring parent-teacher conferences at Ruppenthal Middle School and Luray Elementary School. Motion carried 5 – 0.

40-094 Capital Outlay: Permission to Contract for Repairs on the RMS Boiler and Information/Discussion of Future Capital Outlay Priorities

Quotes from American Boiler and Mechanical totaling \$18,391 for repairs on the Ruppenthal Middle School boiler were presented. Superintendent Couch requested approval of the quotes to proceed with needed repairs.

Information concerning additional capital outlay projects was provided for the Board's consideration. Materials provided include: a list of potential projects compiled by building administrators, the electrical study completed in 2005 for Ruppenthal Middle School, information on security cameras and magnetic doors, and information on computerized temperature controls.

Kevin Ochs moved and Kent Michel seconded a motion to approve the boiler quote as presented. Motion carried 5 – 0.

40-095 Update on District Enrollment and Discussion of How Fluctuating Numbers Impact Budgeting

Superintendent Couch reported the district gained 23 students since the official enrollment date on September 20th. Couch described how fluctuating enrollment figures impact the district budget.

40-096 Approval of Luray's Neighborhood Revitalization Plan

Superintendent Couch recommended Board endorsement of Luray's Neighborhood Revitalization Plan.

Tonya Murphy moved and Kent Michel seconded a motion to approve the plan as presented. Motion carried 5 – 0.

40-097 Update on the Possibility of Joining a Special Education Cooperative

Kathy Cook, Special Education Director, reviewed costs associated with joining the Hays Special Education Coop. Discussion followed reviewing the benefits and disadvantages of being a coop member. Reports indicate the venture is not financially feasible for the district to join at this time.

No action was taken.

“EXECUTIVE SESSION”

FOR MATTERS RELATING TO EMPLOYEE/EMPLOYER NEGOTIATIONS

40-098 2008 - 2009 Teacher Negotiations

David Urban moved and Kent Michel seconded a motion to enter executive session for matters relating to employee/employer negotiations for a period of 10 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 6:14 p.m.

End: 6:24 p.m.

Open session resumed. Kevin Ochs moved and Tonya Murphy seconded a motion to authorize Superintendent Couch to give notice to RCNEA regarding items the Board wishes to negotiate by the February 1 deadline. Motion carried 5 – 0.

**“EXECUTIVE SESSION”
FOR PERSONNEL MATTERS OF NON-ELECTED PERSONNEL**

40-099 Superintendent’s Contract

Kevin Ochs moved and Tonya Murphy seconded a motion to enter executive session for personnel matters of non-elected personnel for a period of 15 minutes. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Time: 6:26 p.m.
End: 6:41 p.m.

Open session resumed. Kevin Ochs moved and Rhonda Haberer seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Time: 6:42 p.m.
End: 6:47 p.m.

Open session resumed. Kent Michel moved and David Urban seconded a motion to add an additional year to Superintendent Couch’s existing contract keeping it a two year contract. Motion carried 5 – 0.

**“EXECUTIVE SESSION”
FOR PERSONNEL MATTERS OF NON-ELECTED PERSONNEL**

40-100 2008 - 2009 Staffing

David Urban moved and Kent Michel seconded a motion to enter executive session for personnel matters of non-elected personnel for a period of 15 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 6:48 p.m.
End: 7:03 p.m.

Open session resumed. David Urban moved and Rhonda Haberer seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 10 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 7:04 p.m.
End: 7:14 p.m.

Open session resumed. David Urban moved and Rhonda Haberer seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 7:16 p.m.
End: 7:21 p.m.

Open session resumed. David Urban moved and Rhonda Haberer seconded a motion to re-enter

executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 7:22 p.m.

End: 7:27 p.m.

Open session resumed. David Urban moved and Rhonda Haberer seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 7:28 p.m.

End: 7:33 p.m.

Open session resumed. David Urban moved and Rhonda Haberer seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 2 minutes. Motion carried 5 – 0. Superintendent Couch and administrators were invited into executive session.

Time: 7:35 p.m.

End: 7:37 p.m.

Open session resumed. Tonya Murphy moved and Kevin Ochs seconded a motion to realign the music program in Russell schools to include two teachers at the middle school and high school level and one teacher at the elementary level. Motion carried 4 – 1. Kent Michel cast the opposing vote.

40-101 Approval of Resignations, Retirements, and New Contracts

The following resignations were presented:

- § Natalie Yarmer – Special Education Para @ Ruppenthal Middle School
- § Theresa Wagner – Special Education Para @ Bickerdyke Elementary School
- § Joshua Jackson – Music @ Russell High School/Ruppenthal Middle School

The following new contract was presented:

- § Kim Kasper – Special Education Para @ BES - \$8.80/hr. for 32.5 hrs/week

Kent Michel moved and Rhonda Haberer seconded a motion to accept the resignations and new contract as presented. Motion carried 5 – 0.

40-102 Board Forum

Superintendent Couch reported the Russell Senior Center has requested to use district buses for senior outings. Prior transportation requests were discussed and it was the general consensus of the Board to decline loaning out buses for non-school events.

Inspection results were shared from the State Fire Marshal on-site review. The main citations involved poor record keeping by custodians in regard to testing of fire alarms and emergency lighting and not having ground fault interrupters on our water fountains which is a new requirement this year. District maintenance staff and building custodians are working to remedy all violations.

Couch reported he is making progress on compiling individual building costs and asked the Board's preference for incorporating district expenses in the per building expense. No suggestions were offered.

40-103 Adjournment

Rhonda Haberer moved and Kent Michel seconded a motion to adjourn. Motion carried 5 – 0.

Time: 7:47 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
FEBRUARY 6, 2008

41-104 Call to Order

President Jerry Brown called the USD #407 Board of Education special meeting to order at 5:00 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Tonya Murphy, Kevin Ochs and David Urban. Kent Michel and John Fletcher were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance roster.

41-105 Presentation by EPM Concerning Computerized Temperature Controls & Board Consideration of Proceeding with Further Study

Representatives from EPM (Rick Nickelson, Ben Stout II, and Ben Stout III) reviewed a preliminary proposal for the installation of a custom computerized temperature control system in each building. Following an in depth description of the system and the services included with the purchase of the product, EPM representatives requested permission to complete a full engineering study of all facilities at no cost to the district.

General consensus of the Board was to further evaluate the information. No action was taken.

41-106 Preliminary Discussion of Possible Capital Priorities for 2007-08

Superintendent Couch outlined projects to be considered for Capital Outlay improvements and requested the Board's approval to solicit bids or gather additional information. Building administrators agreed the following items are a priority at their respective site:

Bickerdyke Elementary School – New mats under existing playground equipment; Lucas-Luray High School – Portable Computer Lab; Luray-Lucas Elementary School – Portable Computer Lab; Ruppenthal Middle School – Electrical Infrastructure; Russell High School – Remodel Science Lab; Simpson Elementary School – New mats under existing playground equipment

Rhonda Haberer moved and Jerry Brown seconded a motion to authorize Mr. Couch to pursue bids or collect additional information on the items listed. Motion carried 5 – 0.

41-107 Approval of Resignations, Retirements, and New Contracts

Superintendent Couch recommended the following new contracts for approval:

- Alex Underwood – Vocal Music Teacher @ Ruppenthal Middle School/Russell High School
- Mary Keeler – District Paraeducator @ Simpson Elementary School

The resignation of Judy Woelk, Food Service Coordinator, was presented for approval.

Tonya Murphy moved and Jerry Brown seconded a motion to approve the new contracts and resignation as presented. Motion carried 5 – 0.

41-108 Adjournment

Kevin Ochs moved and Rhonda Haberer seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:14 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
FEBRUARY 18, 2008

41-109 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Tonya Murphy, Kevin Ochs and David Urban. Kent Michel and John Fletcher were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance roster.

41-110 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - January 21, 2008 – Regular Meeting
 - February 6, 2008 – Special Meeting
- C. Examination and Payment of Bills

Tonya Murphy moved and David Urban seconded a motion to approve the consent calendar as presented. Motion carried 5 – 0.

41-111 Public Forum

No one addressed the Board under this agenda item.

41-112 Reports

- A. President of the Board
- B. Administrators

Kathy Cook reported USD 407 was 100% compliant with developing IEPs for disabled preschoolers by their third birthday. Cook thanked Kid-Link, Brett Murray, Christina Bourland, DeAnna Carter and Kelly Leiker for their diligence in meeting the State performance indicator.

Larry Geist congratulated Spelling Bee winners Marissa Bland (1st), Elaina Haberer (2nd), and Chris Gridley (4th) for their performances at the Russell County Spelling Bee. Geist indicated the February inservice day was spent putting together an in depth K-12 character education program for the Lucas and Luray schools. Two guest speakers recently visited Lucas & Luray to provide educational programs: 1) Miss Kansas provided a program on Bullying, and 2) a representative from the Boys'/Girls' Club provided insight on internet usage for students, staff and parents.

Gaylon Walter congratulated the Ruppenthal Middle School Science Olympiad Team and Mr. Balthazor for earning eleven gold medals at the regional competition and for qualifying to compete at the State level in April. Individual accomplishments include:

Craig Farmer	5 Gold - Rocks & Minerals, RoboCross, Simple Machines, Mystery Architecture, Balloon Launch Glider
Brennan Walter	2 Gold - Rocks & Minerals, RoboCross
Kelly Rourke	1 Gold - Balloon Launch Glider; 1 Silver - Scrambler, Trajectory; 1 Bronze - Ecology
Tori Ptacek	2 Gold - Reach for the Stars, Anatomy; 1 Silver - Science Word
Nathan Hilger	2 Gold - Simple Machines, Anatomy; 1 Silver - Science Word
Roxy Ochs	1 Gold - Reach for the Stars, 1 Silver - Trajectory
Chantal Prestor	1 Silver - Road Scholar; 1 Bronze - Ecology
Courtney Farmer	1 Gold - Science Crime Busters
Madison Beagley	1 Gold - Science Crime Busters

Russell High School freshman earning honors at the same regional tournament include:

Brady Ruggels	3 Gold - Towers, Bio-Processing Lab, Metric Mastery; 1 Silver - Meteorology
Chelsey Hachmeister	1 Gold - Towers
Tabatha Lewis	2 Silver - Scrambler, Road Scholar
Tracey Nguyen	1 Gold - Mystery Architecture; 1 Silver - Meteorology
Ryan Zachman	2 Gold - Bio-Processing, Metric Mastery

Shelley Dougherty commended Nick Coady for his work in organizing the Russell County Spelling Bee.

Dougherty congratulated Grant Murphy for earning Honorable Mention at the state level in the 2007 Soil Conservation Poster contest. The following county Soil Conservation winners for 2008 were recognized:

Poster winners include:

Grade 2	Garrett Ewers - 1 st ; Justine Weigel - 2 nd ; Breanna Mitchell - 3 rd
Grade 3	Sami Ptacek - 1 st ; Seth Boxberger - 2 nd ; Miguel Carillo - 3 rd

Limerick winners include:

Grade 3	Cameron Kilian - 1 st ; Bryce Casper - 2 nd ; Trey Hurd - 3 rd
Grade 5	Shiv Gupta - 2 nd

Essay winners include:

Grade 5	Shiv Gupta - 1 st
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Larry Bernard congratulated Steve Kaufman and the Science Olympiad team for capturing 3rd place at a recent competition. Individual standings include:

Astronomy	8 th	Rena Detrixhe, Kelli Ogle
BooMilever	4 th	Fabiana Schaefer
Cell Biology	5 th	Westin Branik, Heidi Glassman
Disease Detective	4 th	Heidi Glassman, Fabiana Schaefer
Ecology	3 rd	Jordan Harrison, Heidi Glassman
Electric Vehicle	2 nd	Tyson Schmidtberger, Dalton Ginther
Experimental Design	2 nd	Heidi Glassman, Alan Rourke
Femri Questions	4 th	Jordan Harrison, Rena Detrixhe
Five Star Science	3 rd	Kelli Ogle, Fabiana Schaefer
Health Science	1 st	Westin Branick, Dalton Ginther
Herpetology	3 rd	Rachel Hilger, Westin Branick
Oceanography	4 th	Dylan Riedel, Taylor Ochs

Remote Sensing	7 th	Alan Rourke
Robot Ramble	5 th	Bryce Zachman
Rocks and Minerals	5 th	Chelsea Sells, Tyson Schmidtberger
Sounds of Music	9 th	Jordan Harrison, Rena Detrixhe
Wright Stuff	1 st	Alan Rourke, Dylan Riedel
Write It Do It	5 th	Bryce Zachman, Rena Detrixhe

Congratulations were also extended to the Russell High School wrestling team for finishing in 6th place at Regionals. Athletes earning regional honors and moving on to the state competition include Tyson Schmidtberger – 2nd, Brian Noller – 2nd; and Adam Waymaster 4th.

Bernard recognized Jessica Pruitt for qualifying to participate in the KMEA State Choir competition. Congratulations were extended to Kyla Reinhardt for being selected as the 1st place winner of the VFW Voice of Democracy Writing Contest.

Dave Couch commended administrators for a fine job and noted this school year is the quietest things have been in a long time.

41-113 Consideration of Forming a School Partnership with the Russell County Area Community Foundation

Dennis Davidson and Byrne Woods outlined the Kansas Health Foundation's School Endowment Challenge and invited the district to partner with Russell County Area Community Foundation. Superintendent Couch requested permission to pursue the partnership.

Jerry Brown moved and Kevin Ochs seconded a motion to have Mr. Couch work with Russell County Community Foundation. Motion carried 5 – 0.

41-114 Presentation to Board by Russell High School Site Council

Marcie Berens, president of RHS Site Council, highlighted the committee's activities and accomplishments since the start of the school year. RHS hosts a blog site to allow committee interaction between meetings. Collaboration efforts with Ruppenthal Middle School include a joint meeting between the two councils and the addition of an eighth grade student representative to the council.

41-115 Presentation to Board by Ruppenthal Middle School Site Council

Gaylon Walter shared a meeting schedule and a list of members serving on the RMS Site Council. Carrie Paul and Stuart Moeckel reviewed the committee's activities and outcomes. Appreciation was expressed to site council members for providing morning supervision which allows certified staff the opportunity to attend building level meetings as a cohesive unit.

41-116 Report to Board – Russell High School 2006-07 ACT Results

David Zachman, school counselor, summarized ACT results for the graduating class of 2007 and presented a five-year comparison of the results. For students taking the ACT multiple times, Zachman pointed out the results are based on the last test taken and not necessarily the best score earned. In 2007, RHS students scored above the state average in English, Math, and Science and right at the state average in Reading.

41-117 Presentation of USD 407 Credit Card Policy

Superintendent Couch presented a district credit card policy for the Board's consideration. Final approval will be requested at the March meeting.

41-118 Authorization of the Engineering Phase of EPM's Computerized Control System

Couch requested permission to contact EPM and move forward with the engineering phase of the computerized control system. EPM will complete the engineering study at no cost or obligation to the district.

Jerry Brown moved and David Urban seconded a motion to authorize Mr. Couch to contact EPM and move ahead with the engineering phase of the computerized control system. Motion carried 5 – 0.

41-119 Request by Mr. Paul, RHS Athletic Director, to Install New Fencing for the Shaffer Field Baseball Complex

A quote from Leiker's Fencing and Supply in the amount of \$5,750 to install new fencing around the baseball field at Russell High School was presented for approval. The current fence is in poor condition and poses a safety threat to the athletes.

Tonya Murphy moved and David Urban seconded a motion to approve the quote as presented and replace the fence. Motion carried 5 – 0.

41-120 2008 - 2009 Principals' and Directors' Contracts

Jerry Brown moved and Tonya Murphy seconded a motion to enter executive session for a period of 5 minutes for matters relating to personnel matters of non-elected personnel. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Time: 6:10 p.m.

End: 6:15 p.m.

Open session resumed. Superintendent Couch recommended the following contract renewals for the 2008-2009 school term:

Larry Bernard – Principal of Russell High School, Director of Transportation;

Kathy Cook – Director of Special Education, Director of Curriculum;

Shelley Dougherty – Principal of Simpson Elementary and Bickerdyke Elementary Schools;

Larry Geist – Principal of Luray-Lucas Elementary School and Lucas-Luray High School;

Gaylon Walter – Principal of Ruppenthal Middle School; and

Mark Paul – Athletic/Activities Director for Russell

Jerry Brown moved and Tonya Murphy seconded a motion to accept the superintendent's recommendation and extend the contracts for the 2008-2009 school year. Motion carried 5 – 0.

41-121 2008 – 2009 Staffing

Jerry Brown moved and Tonya Murphy seconded a motion to enter executive session for a period of 10 minutes for matters relating to personnel matters of non-elected personnel. Motion carried 5 – 0. Superintendent Couch and the administrators were invited into executive session.

Time: 6:18 p.m.
End: 6:28 p.m.

Open session resumed. Jerry Brown moved and David Urban seconded a motion to re-enter executive session for a period of 5 minutes for matters relating to personnel matters of non-elected personnel. Motion carried 5 – 0. Superintendent Couch and the administrators were invited into executive session.

Time: 6:29 p.m.
End: 6:34 p.m.

Open session resumed. Kevin Ochs moved and David Urban seconded a motion to hire another school psychologist. Motion carried 5 – 0.

41-122 Approval of Resignations, Retirements, and New Contracts

There were no resignations, retirements or new contracts presented.

41-123 Board Forum

Mr. Couch reported the district is in possession of a number of outdated computers; and since there is no market for the equipment, he requested permission to dispose of the property. The Board was in agreement to dispose of the unneeded equipment.

41-124 Adjournment

Jerry Brown moved and Tonya Murphy seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:38 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
MARCH 10, 2008

41-125 Call to Order

Vice President Tonya Murphy called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Kent Michel and Kevin Ochs. Jerry Brown, David Urban and John Fletcher were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, Mark Paul, and Gaylon Walter. Guests in the audience signed an attendance roster.

41-126 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - February 18, 2008 – Regular Meeting
- C. Examination and Payment of Bills

Kent Michel moved and Rhonda Haberer seconded a motion to approve the consent calendar as presented. Motion carried 4 – 0.

41-127 Public Forum

No one addressed the Board under this agenda item.

41-128 Reports

- A. President of the Board
- B. Administrators

Larry Bernard congratulated Mr. Schmidt and the RHS Power Lifting team for their performance at the 4A State competition. The boys captured 1st place for the second year in a row and the girls finished in 4th place. Individual placers for the girls include: Kristi Banks – 2nd; Peyton Weiss – 3rd; Chelsea Sells – 3rd and Chelsey Hachmeister – 6th. Individual placers for the boys include: Tyson Schmidtberger – 1st; Westin Branick – 1st; Sean Banks – 1st; Bryce Zachman – 1st; Lance Murphy – 1st; Michael Cook – 3rd; and Brian Noller – 3rd. Brian Noller tied a state record with a lift of 355 lbs., and Lance Murphy set a school record with a squat of 430 lbs.

Bernard commended the following students and staff:

- Mr. Balthazor and the play cast for their production of Carol Burnett skits;
- Mr. Kaufman and the Science Olympiad team for qualifying to compete at the State level;
- Miss Hollen and students for hosting the “It’s My Life” conference;
- Mr. Barney and students participating in the German exchange program; and
- Mr. Walter for his presentation at the KASB Site Council Conference held in Russell.

Gaylon Walter, principal, commended faculty, custodians and cooks at Ruppenthal Middle School for a job well done hosting the annual music festival.

Principal Geist announced the LLHS choir under the direction of Tally Hickman was selected by KSHSAA to perform the National Anthem at the 1A State Basketball Tournament in Hays.

Larry Geist congratulated Brian Weatherman and Joyce Fleming for being selected to coach an All-Star basketball team at Colby Community College. Congratulations were also extended to Erica Palmer for being selected to play on the All-Star team. Recognition was given to Erica Palmer and Ethan Bretz for being selected All League players; and Jenna Ulrich was selected as a consensus All League player in the Twin Lakes League.

Geist reported Lucas-Luray High School will host a varsity and junior varsity golf tournament at Play Luray this year and they are excited about being selected as one of four regional tournament sites.

Marissa Bland was congratulated for finishing in 5th place at the State Spelling Bee.

Principal Dougherty commended Jaci Feil for her work hosting the Bickerdyke Elementary Science Fair. Reports indicate the entries were down but the projects were of high quality.

41-129 Presentation to Board by BES/SES School Site Council

Site council co-chairwomen, Christina Bourland and Charlotte Michel, presented a list of elementary site council members and reviewed the committee's activities since the beginning of the year. Anne Coady and Stephanie Cross also contributed to the presentation. Shelley Dougherty indicated collaboration efforts with Ruppenthal Middle School are in the early planning stages.

Superintendent Couch congratulated all site councils on the work being done and noted a lot of positive feedback has resulted in their efforts.

41-130 Information Regarding Wind Energy for Our Schools

Superintendent Couch, Gaylon Walter and Larry Bernard researched the possibility of using wind energy to offset the costs of electricity for Russell schools. Information received at this time indicates the program is not cost efficient for the district.

Purchasing a small wind generator to enhance the science curriculum was also discussed but the administrative team opted not to pursue this project due to prohibitive costs. With the close proximity of the "wind farm" in Ellsworth and Lincoln counties, Mr. Ochs suggested contacting the company to discuss options available to enhance the science curriculum with their generators.

No action was taken.

41-131 Approval of USD 407 Credit Card Policy

Discussion was held on the option to set a maximum credit limit on purchases. In lieu of indicating a set amount, Superintendent Couch suggested the following statement be added to the proposed Credit Card Policy:

Prior to obtaining the credit card from the superintendent or principal, the requesting person must fill out a purchase request, which specifies the item he/she intends to purchase.

**** UNOFFICIAL MINUTES – SUBJECT TO BOE APPROVAL ****

Kevin Ochs moved and Rhonda Haberer seconded a motion to approve the Credit Card Policy including the additional language. Motion carried 4 – 0.

41-132 Consideration of Russell High School Online Driver's Education Class Work

Mr. Bernard presented an online approach to driver's education class work for Russell High School students. The online program allows students to complete the coursework at an individual pace while allowing flexibility to student schedules. Students would be required to complete the driving portion of the test with an instructor and take the final exam at Russell High School. Mr. Bernard reported the online approach would be an additional plan on file with the State of Kansas thus giving the district two options for providing driver's education. Mr. Couch concurred with Bernard and recommended the addition of the online course while retaining the current program.

Kevin Ochs moved and Kent Michel seconded a motion to accept the superintendent's recommendation to approve the online course. Motion carried 4 – 0.

41-133 Permission to Solicit Bids for 2 Suburbans & 2 Buses

Mr. Bernard reported mileage on district vehicles and requested permission to solicit bids for two suburbans and two 22-passenger buses.

Tonya Murphy moved and Kent Michel seconded a motion to approve Mr. Bernard's request to solicit bids for the vehicles. Motion carried 4 – 0.

41-134 Consideration of Request to Add Cement Around Concession Stand

Mark Paul requested approval to extend the cement skirting on the north and west sides of the new concession stand and run a slab for the lower press box. A quote from Joe Weigel Construction for the amount of \$12,412 was presented for approval. Discussion was held on the design of the additional skirting. Mr. Paul was directed to redesign the layout, yet stay within the quoted amount.

Kevin Ochs moved and Kent Michel seconded a motion to extend the west skirt of the concession stand to the fence line attaching the existing northwest bleacher ramp to the skirting and make the formation congruent with no additional expansion on the north side. Motion carried 4 – 0.

41-135 Awarding of the Brundage & Flora Bigler Scholarships

Rhonda Haberer moved and Kent Michel seconded a motion to enter executive session for 15 minutes for matters relating to action adversely or favorably affecting a person as a student. Motion carried 4 – 0.

Time: 6:21 p.m.
End: 6:36 p.m.

Open session resumed. Tonya Murphy moved and Rhonda Haberer seconded a motion to award the Brundage Scholarship to Levy Ryan and award the Bigler Scholarship to Brianna Berens. Motion carried 4 – 0.

41-136 Teacher Contracts

Tonya Murphy moved and Rhonda Haberer seconded a motion to enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0.

Superintendent Couch and Larry Bernard were invited into executive session.

Time: 6:38 p.m.

At 6:40 p.m., Larry Bernard exited executive session and Gaylon Walter entered.

At 6:45 p.m., Gaylon Walter exited executive session and Shelley Dougherty entered.

At 6:48 p.m., Kathy Cook entered executive session.

At 6:52 p.m., Kathy Cook exited executive session.

At 6:56 p.m., Shelley Dougherty exited executive session and Kathy Cook entered.

At 6:58 p.m. Kathy Cook exited executive session.

End: 6:58 p.m.

Open session resumed. Kent Michel moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Superintendent Couch and Larry Geist were invited into executive session.

Time: 7:00 p.m.

End: 7:10 p.m.

Open session resumed. Kent Michel moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Superintendent Couch and Larry Geist were invited into executive session.

Time: 7:11 p.m.

End: 7:21 p.m.

Open session resumed. Tonya Murphy moved and Kent Michel seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Superintendent Couch and Larry Geist were invited into executive session.

Time: 7:22 p.m.

End: 7:32 p.m.

Open session resumed. Rhonda Haberer moved and Tonya Murphy seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Superintendent Couch and Larry Geist were invited into executive session.

Time: 7:33 p.m.

End: 7:43 p.m.

Open session resumed. Tonya Murphy moved and Kent Michel seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 4 – 0. Superintendent Couch and Larry Geist were invited into executive session.

Time: 7:45 p.m.
At 7:48 p.m., Larry Geist exited executive session.
End: 7:50 p.m.

Open session resumed with no action being taken.

41-137 Approval of Resignations, Retirements, and New Contracts

Mr. Couch recommended approval of the following resignations and new contracts:

New Contracts

- Renetta Dawson – Instrumental Music @ Ruppenthal Middle School and Russell high School
- Stacie Dumler – School Psychologist
- Audria Hanzlick – Asst. Track @ Russell High School
- Christine Kressley – Custodian @ Luray-Lucas Elementary School
- Sarah Rowden – Asst. Cook @ Luray-Lucas Elementary School

Resignations

- Sheri Brown – Payroll Clerk @ Central Office
- Kelly Clark – Music Teacher @ Simpson Elementary School & Ruppenthal Middle School
- Janice Lawler – Cook @ Ruppenthal Middle School
- Ann Tatkenhorst – Special Education Teacher @ Ruppenthal Middle School

Rhonda Haberer moved and Kent Michel seconded a motion to approve the resignations and new contracts as presented. Motion carried 4 – 0.

41-138 Board Forum

EPM staff completed the engineering study concerning computerized temperature controls and Superintendent Couch asked the Board to consider a special meeting on April 1st or 2nd to review the results. EPM also expressed an interest in serving as the project manager of the Ruppenthal Middle School electrical infrastructure project at a fee of 1.5% of the project cost.

41-139 Adjournment

Rhonda Haberer moved and Kevin Ochs seconded a motion to adjourn. Motion carried 4 – 0.

Time: 7:56 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
APRIL 21, 2008

41-140 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:34 p.m. at Luray-Lucas Elementary School. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, Tonya Murphy, Kevin Ochs and David Urban.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance roster.

41-141 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - March 10, 2008 – Regular Meeting
- C. Examination and Payment of Bills

Kevin Ochs moved and Rhonda Haberer seconded a motion to approve the consent calendar as presented. Motion carried 7 – 0.

41-142 Public Forum

No one addressed the Board under this agenda item.

41-143 Reports

- A. President of the Board
- B. Administrators

Shelley Dougherty thanked the Shriner's for their contribution in providing tickets for students and staff to attend the circus in Salina.

Gaylon Walter commended the Science Olympiad for their outstanding 4th place performance at the State competition. Individual medals received in the small school division were as follows. GOLD: Simple Machines, Craig Farmer & Nathan Hilger; Metric Mastery, Brady Ruggels & Ryan Zachman SILVER: Food Science, Roxy Ochs & Courtney Farmer; Scrambler, Tabatha Lewis & Kelli Rourke; Mystery Architecture, Tracy Nguyen & Craig Farmer BRONZE: Trajectory, Roxy Ochs & Kelli Rourke; Balloon Launch Glider, Kelli Rourke & Craig Farmer. Other team members participating were Chantal Prestor, Chelsey Hachmeister, Tori Ptacek, Brennan Walter and Madison Beagley.

Larry Bernard recognized the students of Denise Parr and Brad Banker for achievements at the Hays Business competition. There were 18 schools and over 200 students competing in many categories. Individual results include:

MS Word: Kari Karst-2nd; Chelsea Sells-3rd; Peyton Weiss-5th; Chelsey Hachmeister-6th
Office Procedures: Jordan Harrison-1st; Zoe Mader -2nd; Bailey Boomhower-4th
MS Excel: Chelsea Sells-3rd
Business Etiquette: Zoe Mader-10th
Business Law: Jordan Harrison-2nd; Ellen Thyfault-4th; Mackenzie Huff-5th
MS Access: Chelsea Sells-6th; Chelsey Hachmeister-8th

Congratulations were extended to the State Music competitors Peyton Weis, Rachel Hilgers and Rena Detrixhe. Silver medalists from the State Science Olympiad were also congratulated: Alan Rourke, Kelli Ogle and Rena Detrixhe.

Bernard thanked the Safe Night After Prom (SNAP) committee for their work in hosting to post-prom festivities for the students.

Larry Geist congratulated Scott Wilson for being selected to the All-Star football team. Geist announced 25 out of 32 junior high students received I ratings at competition and 47 out of 53 students qualified for the State Music competition at the high school level. Kudos were given to the students who qualified to compete at the State Forensics meet.

Kathie Cornwell was recognized for 42 years of service to the district as she prepares to retire at the end of her contract.

41-144 Presentation to Board by LLES/LLHS School Site Council

Lyndel Adams introduced members of the Luray-Lucas site council and reviewed a list of projects and discussions embarked on by the committee during the current school term. No action was taken.

41-145 Presentation of EPM Engineering Study

Ben Stout summarized the general findings of the engineering study completed by EPM to install computerized temperature control systems throughout district facilities. Mr. Stout gave the district an estimate of what to expect for the cost of the project. Additional research is needed on this project and discussion was held on the course of action to move onto the next phase.

John Fletcher moved and Jerry Brown seconded a motion to hire an engineer to review the study and write the specifications for the computerized temperature control system. Motion carried 7 – 0.

41-146 Neighborhood Revitalization Plan - Russell County Townships

Cindy Wallace, Economic Development Director, requested the Board's support on revitalization plans throughout the county. Wallace reported the Interlocal Agreements previously written have been consolidated into one plan to ease the implementation and renewal process. Three separate agreements were presented for approval: 1) Lincoln township requesting 50% rebate for 5 years; 2) a number of Russell County townships requesting 75% rebate for 10 years; and 3) the Waldo & Luray agreement requesting 75% rebate for 10 years was written separately because additional signatures were needed from Osborne & Natoma school districts. Superintendent Couch recommended approval of the Interlocal Agreements as presented.

Kent Michel moved and David Urban seconded a motion to approve the Interlocal Agreements. Motion carried 7 – 0.

41-147 Neighborhood Revitalization Plan – Shaffer-Anschutz Addition

Cindy Wallace led discussion on a revitalization plan being proposed within the Russell city limits and asked for input from the Board. City Manager, Ralph Wise, was also involved in the discussion. Members of the Board are in favor of community growth but expressed concerns about the tax rebate percentage and the prospect of limiting the revitalization plan to one developer and one area of the community. An invitation was extended to Ms. Wallace and Mr. Wise to present the revitalization plan when the City of Russell has a firm offer. No action was taken.

41-148 Consideration of Suburban & Bus Bids

Superintendent Couch reviewed bus and suburban bids presented for approval. Couch concurred with Larry Bernard in recommending the purchase of two 22 passenger buses from Master's Transportation for a total cost of \$69,964.

Rhonda Haberer moved and Tonya Murphy seconded a motion to accept the recommendation and purchase the buses from Master's Transportation. Motion carried 7 – 0.

Bids were reviewed for the 9-passenger vehicles and it was the recommendation of the administrative team to reject all bids received and rebid the vehicles after clarifying the

specifications to meet the district's needs.

John Fletcher moved and David Urban seconded a motion to reject all bids presented on the 9-passenger vehicles. Motion carried 7 – 0.

41-149 Permission to Purchase a Tractor/Mower for LLHS

Larry Geist presented a quote of \$8,500 from Carrico Implement to replace a tractor at Lucas-Luray High School.

David Urban moved and Rhonda Haberer seconded a motion to approve the bid and purchase the tractor. Motion carried 7 – 0.

41-150 Consideration of Bids to Upgrade the Remaining Science Lab at RHS

Bids were presented to upgrade a science lab at Russell High School. Bernard reported the upgrade is needed to improve the functionality of the classroom and enhance the science offerings. Couch recommended acceptance of the Mid State Equipment bid of \$74,330 and requested permission to contract with Myers Furniture (\$3,210.60) and Russell Contractors (\$31,704) to complete the project.

Jerry Brown moved and Kevin Ochs seconded a motion to upgrade the science lab at Russell High School for a total cost of \$109,244.60. Motion carried 7 – 0.

41-151 Approval of USD 407 Technology Plan

Superintendent Couch requested approval of the Russell County USD 407 Technology Plan. Upon approval from the Kansas State Department of Education, the plan will be in effect for three years and is a requirement for the district to qualify for e-rate funds.

Tonya Murphy moved and Kent Michel seconded a motion to approve the technology plan as presented. Motion carried 7 – 0.

41-152 KASB Region 7 Meeting

USD 407 will be hosting the Kansas Association of School Boards (KASB) Region 7 meeting on Wednesday, May 7 and an invitation was extended to members of the Board.

41-153 KASB Membership for 2008-2009

Invoices for Kansas Association of School Boards (KASB) membership and legal fees for the 2008-2009 school term were presented for approval. KASB membership is \$8,689.00 and the contract service fee for KASB Legal Services is \$1,100 for a total of \$9,789.00. Couch recommended the district maintain its membership with KASB and requested permission to purchase the legal services.

Rhonda Haberer moved and Kent Michel seconded a motion to approve the KASB membership and legal services fees. Motion carried 7 – 0.

41-154 Allowing FHSU Foster Grandparents Program in the Elementary Schools

Shelley Dougherty gave a brief overview of the FHSU Foster Grandparent Program and requested permission to allow the program into the Russell elementary schools. Mr. Geist also expressed interest in bringing the program into the Luray-Lucas Elementary School.

Jerry Brown moved and John Fletcher seconded a motion to adopt the FHSU Foster Grandparent program. Motion carried 7 – 0.

41-155 2008-2009 Teacher Contracts

Jerry Brown moved and Kevin Ochs seconded a motion to enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Time: 7:08 p.m.

End: 7:13 p.m.

Open session resumed and no action was taken.

41-156 Approval of Resignations, Retirements, and New Contracts

Retirements:

- Anita Elliott – 3rd Grade Teacher @ BES
- Kathie Cornwell – Secretary @ LLES

Resignations:

- Lance Krannawitter – 5-6 Math & 5-8 Science @ Luray-Lucas Elementary School
- William Pennington – Custodian @ Russell High School
- Tiffany Schmidt – Special Education @ Simpson Elementary School
- Nancy Underwood – Debate/Forensics Sponsor @ Russell High School
- Bryan Weatherman – PE & Social Studies Teacher @ Luray-Lucas Elementary School

New Contracts:

- Leasha Jones – Food Service Coordinator
- Jera Kressly – 5-6 Math & 5-8 Science @ Luray-Lucas Elementary School
- Judy Woelk – Payroll Clerk @ CO
- Pete Herrera – 2008-09 Asst. Football @ RMS & 2008-09 Head Boys' Basketball @ RHS

John Fletcher moved and David Urban seconded a motion to approve the retirements, resignations and new contracts as presented. Motion carried 7 – 0.

41-157 Board Forum

Kevin Ochs requested an update on the Big Brothers/Big Sisters program taking place within the district. Administrators reported 23 matches have been made in the Russell schools with some kids still on a waiting list. Geist reported the program has not begun at Luray-Lucas Elementary.

Math and Science State Assessments have been completed and submitted to the State of Kansas. Couch reported the preliminary results look good.

41-158 Adjournment

Rhonda Haberer moved and David Urban seconded a motion to adjourn. Motion carried 7 – 0.

Time: 7:23 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
MAY 12, 2008

41-159 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, Kent Michel, Kevin Ochs and David Urban. Tonya Murphy was absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Shelley Dougherty, Larry Geist, and Gaylon Walter. Guests in the audience signed an attendance roster.

41-160 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - April 21, 2008 – Regular Meeting
- C. Examination and Payment of Bills

Discussion was held on the procedure for screening candidates for the vacated building principal position. General consensus of the Board was to have the administrative team review the applications and narrow the pool to three or four candidates at which time the Board will perform the interviews.

Jerry Brown moved and Kent Michel seconded a motion to approve the consent calendar as presented. Motion carried 6 – 0.

41-161 Public Forum

No one addressed the Board under this agenda item.

41-162 Reports

- A. President of the Board
- B. Administrators

Gaylon Walter thanked Kevin Ochs and USDA for their gift of used computers to Ruppenthal Middle School.

Kathy Cook commended the cast and crew of *The Jellybean Conspiracy* under the direction of James Balthazor for an outstanding performance. A sincere thanks was extended to Norma Jean Cook, along with the Stielow and Schroeder families who made the presentation possible.

Shelley Dougherty echoed Cook's comments and thanked James Balthazor for inviting students in grades 3 – 5 to preview the entire performance free of charge. Dougherty expressed sincere appreciation to colleagues and the Board of Education for working with her during her tenure at USD 407.

Larry Geist reported the Lucas-Luray Prom took place without incidence. Geist thanked Deb Feil for efforts in hosting the Regional Golf Tournament and thanked Play Luray for use of their facilities. He congratulated the Luray-Sylvan softball girls for their 14-0 season record as they move into Regional competition.

Larry Bernard congratulated the following students for their accomplishments at the League Track meet: Boys' team placed 2nd and the girls' team placed 3rd; Peyton Weiss broke the school and league record in the Long Jump with a jump of 17'3"; and Zach Axelson broke the school record in the 200 Meter Dash with a time of 22.53.

BOYS' COMPETITION:

Eddie Johnson – 1st Discus; Lance Murphy 1st – Javelin; Michael Cook – 4th Javelin and Triple Jump; Ryan Zachman – 1st 300 Meter Hurdles, 3rd 100 Meter Hurdles; Zach Axelson – 1st 100 Meter Dash and 200 Meter Dash; Brett Straub – 5th 100 Meter Dash and 3rd High Jump; Lucas Scarborough – 3rd

Long Jump; Trenton Branum – 4th High Jump; Tyson Schmidtberger – 3rd Pole Vault; 4 x 800 Relay Team placed 6th; 4 x 100 Relay team placed 1st; and the 4 x 400 Team placed 4th.

GIRLS' COMPETITION:

Chelsea Sells – 4th Shot Put, Discus and Javelin; Ashley Quinday – 6th Javelin; Crystal Huxman – 3rd 100 Meter Hurdles; Peyton Weiss – 2nd 100 Meter Dash, 1st Long Jump; Danika Ginther – 4th 100 Meter Dash, 3rd Triple Jump; Nicole Krug – 5th Long Jump; Brianne Hopper – 4th High Jump; and the 4 x 800 Team placed 5th.

Congratulations were extended to the Russell High School Baseball team for posting an outstanding season record of 19 and 1 which is the best in RHS history. The team has a 20 and 1 record as they enter the Regional Tournament.

Nathan Krause and AJ VonLett were commended for a qualifying to compete at the State Tennis competition.

Margarita Caulfield was congratulated for earning a Gold Medal at State Forensics.

Collectively district administrators praised and acknowledged staff members involved with hosting the KASB Regional Conference. A letter from John Kempke, KASB Executive Director, was shared expressing KASB's gratitude to the district for hosting the event and kudos were given to the presenters and facilities available in the district.

41-163 Consideration of Bids for Computerized Temperature Control Systems

Fred Malicoat, an engineer representing Malicoat-Winslow Engineers, P.C., reported no response was received from companies other than EPM. Malicoat reviewed the bid from EPM noting the bid includes a 10% reduction in price for product installation in two or more facilities.

Superintendent Couch reviewed the Capital Outlay balance and projected expenses. Couch recommended running a pilot project on Russell High School and pay for the project with Capital Outlay funds. Financial options and product price increases were also discussed. Jerry Brown suggested tabling the decision until Mr. Couch has the opportunity to elaborate on subsequent agenda items.

Input from building administrators indicated an immediate need to remedy the climate control situation within all facilities.

John Fletcher moved and Kent Michel seconded a motion to accept the EPM bid and install the computerized temperature control systems in all seven facilities at a total cost of \$692,174 if financing can be secured. Motion carried 6 – 0.

41-164 Consideration of Request by Stephanie Cross to Have a School Board Member Serve on the Russell County Underage Drinking Prevention Grant Committee

Stephanie Cross provided background information on a grant received from the State of Kansas for the planning and assessment capacities to reduce under age drinking in the county. Cross reported Gaylon Walter is already serving on the committee and requested the presence of another district representative to assist in meeting attendance quotas outlined to secure the grant funds. Larry Geist volunteered to serve on the committee.

41-165 State Auditor's Report

Superintendent Couch shared results from the State Auditor's report. Audited results indicate a reduction of 47.5 full-time equivalency (FTE) was experienced in enrollment compared to last year.

41-166 Superintendent's Report on the District's Financial Outlook for 2008-09

Couch reviewed enrollment projections and budget options for the 2008-2009 school term. Based on information available at this time, a loss of approximately \$44,000 in budget authority is anticipated for fiscal year 2009.

41-167 Consideration of Suburban Bids

Bids for nine passenger vehicles were reviewed and Larry Bernard recommended the purchase of two Ford Extended Length Expeditions from Lucas Motor for a total cost of \$50,220. Mr. Couch concurred with the recommendation.

David Urban moved and Rhonda Haberer seconded a motion to accept the bid from Lucas Motor. Motion carried. 6 – 0.

41-168 Consideration of Participation in Kansas Joint Utilities Management System (KJUMP)

The Kansas Association of School Boards sponsors a program to consolidate about 120 school districts for volume purchasing of natural gas. The contract is up for renewal and Couch recommended the Board vote to accept the three-year KJUMP contract. KASB annual membership fees cover the cost of participating in the program.

Kent Michel moved and Rhonda Haberer seconded a motion to approve the KJUMP contract. Motion carried. 6 – 0.

41-169 Presentation of USD 407 Science Curriculum

Kathy Cook, Curriculum Director, presented the Science curriculum for the Board's review. Cook reported the standards derived from the August 2007 Kansas Science Education Standards. Adoption of the curriculum will be requested at the June meeting.

41-170 Background Checks for New Hires

Superintendent Couch requested permission to contract with the KBI or Smoky Hill Service Center to do pre-hire criminal history information checks on all employees as a condition of employment.

John Fletcher moved and Kent Michel seconded a motion to grant permission for Mr. Couch to contract with the KBI or Smokey Hill to perform background checks on new employees. Motion carried 6 – 0.

41-171 Procedure for Posting Vacancies

Discussion was held on the procedure used for posting district vacancies and the ability to recruit quality candidates. Couch proposed vacancies be posted immediately upon receipt of a resignation and not wait until Board approval. The vacancy would not become official until the Board accepts the resignation, and the district must follow the in-district posting and time requirements required by the Master Collective Bargaining Agreement before filling the position. Board members agreed with Couch's proposal but requested notification of vacancies as they become available.

41-172 Approval of Resignations, Retirements, and New Contracts

The following retirements, resignations and new contracts were presented for approval:

Retirements:

- Karen Seyler – Head Cook @ Simpson Elementary School
- Gerald Stoppel - Head Custodian @ Simpson Elementary School
- Charlene Walker – Head Cook @ Luray-Lucas Elementary School

Resignations:

- Shelley Dougherty – Principal @ Simpson Elementary School/Bickerdyke Elementary School
- Marsha Johnson – Elementary Education Teacher @ Bickerdyke Elementary School
- Stuart Moeckel – Industrial Education/Technology Teacher @ Ruppenthal Middle School/Russell High School
- April Reed – English Teacher @ Russell High School

New Contracts:

- Julie Bernard – Elementary Teacher @ Bickerdyke Elementary School
- Renetta Dawson – Summer Band @ Ruppenthal Middle School
- Debra Feil – Junior Class Sponsor @ Lucas-Luray High School
- Wyatt Frohling – Driver's Education Instructor @ Russell High School
- David King – Summer Weightlifting @ Russell High School
- Andrea Moomaw - Special Education Teacher @ Bickerdyke Elementary School

- Elijah Schmidt – Summer Weightlifting @ Russell High School
- Rich Sieker – Driver's Education Instructor @ Russell High School
- Mark Spears – Summer Weightlifting @ Lucas-Luray High School
- Krista Ulrich – K-12 Computer/9-12 Journalism @ Luray-Lucas Elementary School/Lucas-Luray High School
- Richard Wilson – Driver's Education Instructor @ Russell High School

David Urban moved and Rhonda Haberer seconded a motion to accept the retirements, resignations and new contracts as presented. Motion carried 6 – 0.

41-173 Board Forum

Superintendent Couch asked Board members to check their calendars for availability on May 21st at 5:00 p.m. to begin administrator interviews.

Jerry Brown thanked administrators and staff for their contributions in hosting the Kansas Association of School Boards (KASB) Regional Conference.

41-174 Adjournment

John Fletcher moved and Rhonda Haberer seconded a motion to adjourn. Motion carried 6 – 0.

Time: 7:06 p.m.

Jane Cline, Clerk of the Board

Date

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
MAY 21, 2008

41-175 Call to Order

President Jerry Brown called the USD #407 Board of Education special meeting to order at 5:32 p.m. at the Central Administration Office. Additional Board members in attendance were Rhonda Haberer, Tonya Murphy, Kevin Ochs, and David Urban. John Fletcher and Kent Michel were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, and Gaylon Walter.

41-176 Capital Outlay Expenditures

Superintendent Couch presented a proposal to pay for the Computerized Temperature Control Systems which allows the district to remain debt free. Couch requested permission to pay half down (\$346,087) when the contracts are signed with EPM for the projects. This amount would come out of the fiscal year 2008 Capital Outlay budget. Then as EPM completes each building, the company would bill the district for the remaining half payment for that facility which would come out of the fiscal year 2009 Capital Outlay budget. Couch reported submitting a copy of the contract to an attorney at Kansas Association of School Boards (KASB) for review.

Tonya Murphy moved and Kevin Ochs seconded a motion to accept the Superintendent's proposal as long as the money was available in the budget. Motion carried 5 – 0.

41-177 Principal Interviews

Jerry Brown moved and Rhonda Haberer seconded a motion to enter executive session for a period of 90 minutes for personnel matters relating to non-elected personnel. Motion carried 5 – 0. Couch, Bernard, Cook and Walter were invited into the executive session.

Time: 5:34 p.m.

5:48 p.m. Bernard, Cook, and Walter exited executive session and left the meeting to host building tours for the candidates.

5:57 p.m. Randel Richards arrived and was invited into executive session.

6:45 p.m. Richards exited executive session and left the meeting.

6:54 p.m. Kent Michel arrived as a principal candidate and was invited into executive session.

End: 7:04 p.m.

Open session resumed. Jerry Brown moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 30 minutes for personnel matters relating to non-elected personnel. Motion carried 5 – 0. Superintendent Couch and Kent Michel were invited into the executive session.

Time: 7:05 p.m.

End: 7:35 p.m.

Open session resumed. Jerry Brown moved and Rhonda Haberer seconded a motion to re-enter executive session for a period of 15 minutes for personnel matters relating to non-elected personnel. Motion carried 5 – 0. Superintendent Couch and Kent Michel were invited into the executive session.

Time: 7:36 p.m.

7:45 p.m. Michel exited executive session and left the meeting.

7:48 p.m. Bernard and Cook returned to the meeting.
End: 7:51 p.m. Walter returned to the meeting.

Open session resumed. Tonya Murphy moved and Jerry Brown seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters relating to non-elected personnel. Motion carried 5 – 0. Couch, Bernard, Cook, and Walter were invited into the executive session.

Time: 7:52 p.m.
7:59 p.m. Bernard, Cook, and Walter exited executive session.
End: 8:02 p.m.

Open session resumed. Superintendent Couch's recommendation was to offer Kent Michel a contract for principal of Simpson Elementary and Bickerdyke Elementary School for the 2008 – 2009 school year and requested permission to begin salary negotiations.

Tonya Murphy moved and Rhonda Haberer seconded a motion to accept the recommendation and proceed with salary negotiations. Motion carried 5 – 0.

41-178 Approval of Resignations, Retirements, and New Contracts

The following resignations and new contracts were presented for approval:

Resignations:

- Danielle Bachman – Special Education Paraeducator @ Simpson Elementary School
- Ramona Cook – Kindergarten Teacher @ Simpson Elementary School
- Audria Hanzlick – Special Education Paraeducator @ Russell High School
- Augustina Oddo – Special Education Paraeducator @ Russell High School

New Contracts:

- Matthew Cook – Asst. Football Coach @ Ruppenthal Middle School
- Genesis Ferch – English Teacher @ Russell High School
- Christopher Look – Industrial Technology Teacher @ Ruppenthal Middle School and Russell High School

Tonya Murphy moved and Rhonda Haberer seconded a motion to accept the resignations and new contracts as presented. Motion carried 5 – 0.

41-179 Adjournment

Jerry Brown moved and Tonya Murphy seconded a motion to adjourn. Motion carried 5 – 0.

Time: 8:07 p.m.

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
**** MEETING MINUTES ****
JUNE 16, 2008

41-180 Call to Order

President Jerry Brown called the USD #407 Board of Education regular meeting to order at 5:30 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Rhonda Haberer, and Kevin Ochs. David Urban and Tonya Murphy were absent.

Administrators present included Superintendent David Couch, Larry Bernard, Kathy Cook, Larry Geist, and Gaylon Walter. Kent Michel and Albert Linn were also in attendance.

41-181 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - May 12, 2008 – Regular Meeting
 - May 21, 2008 – Special Meeting
- C. Examination and Payment of Bills

Jerry Brown moved and Rhonda Haberer seconded a motion to approve the consent calendar as presented. Motion carried 4 – 0.

41-182 Public Forum

No one addressed the Board under this agenda item.

41-183 Reports

- A. President of the Board
- B. Administrators –

Larry Bernard reported construction on the Science Lab at Russell High School is going well.

Larry Geist commended Scott Wilson on his performance in the 8-Man All Star football game. A thank you was extended to the Luray Lion's Club for hosting the spring awards banquet. Geist commended Lyndel Adams for all her efforts in assisting the 13 LLHS seniors in securing \$85,000 in scholarship funds. Recognition was also given to the custodial staff at Luray and Lucas on the great job they are doing in preparing the buildings for the upcoming school year.

41-184 Setting of 2008-2009 Meal Charges and Textbook Rental Fees

Due to increased food prices and delivery surcharges, Superintendent Couch recommended increasing meal prices by \$.25 per meal. Upon further review of data generated by Kansas Association of School Boards (KASB) in relation to book rental fees, Couch recommended no changes to textbook rental fees.

Textbook Fees

Grades K-12

Full Pay	\$40.00
Reduced Price	\$20.00

Lunch Fees

	<u>Grades K-8</u>	<u>Grades 9-12</u>	<u>Adult</u>
Breakfast – Full Pay	\$1.50	\$1.75	\$1.75
Breakfast – Reduced	\$.30	\$.30	
Lunch – Full Pay	\$2.00	\$2.50	\$3.00
Lunch – Reduced	\$.40	\$.40	

Kevin Ochs moved and John Fletcher seconded a motion to accept the Superintendent's recommendation in setting lunch and textbook rental fees for the 2008–2009 school year. Motion carried 4 – 0.

41-185 Presentation & Approval of 2008–2009 Classified Handbook

Superintendent Couch reviewed proposed changes in the Classified Handbook for the 2008-2009 school term and recommended approval.

John Fletcher moved and Kevin Ochs seconded a motion to approve the Classified Handbook as presented. Motion carried 4 – 0.

41-186 Presentation & Approval of 2008-2009 District Handbook

District Handbook changes were discussed and a spelling correction was noted in the Russell High School section of the handbook pertaining to "Credit Recovery" courses.

Jerry Brown moved and Kevin Ochs seconded a motion to approve the District Handbook including the noted correction. Motion carried 4 – 0.

41-187 Presentation & Approval of 2008–2009 Coaches' Athletic Handbook for RHS and Activity Handbook for LLHS/LLES

The Russell High School Coaches' Handbook was presented for approval. No changes were noted for the 2008–2009 school term. Discussion was held on the LLHS/LLES Activity Handbook with a few corrections noted:

- 1) Change the language from *athletics* to *activities* on page 2;
- 2) Add *basketball* to the list of activities under the *Eligibility* heading on page 2;
- 3) Change grade references on pages 3 & 4 from *9-12* to *6-12* to include all Luray and Lucas students eligible to participate in activities.

Jerry Brown moved and Rhonda Haberer seconded a motion to approve the handbooks and incorporate the noted changes. Motion carried 4 – 0.

41-188 Presentation & Approval of 2008–2009 Administrator's Handbook

Superintendent Couch discussed proposed changes and requested approval of the Administrator's Handbook.

Rhonda Haberer moved and John Fletcher seconded a motion to approve the Administrator's Handbook as presented. Motion carried 4 – 0.

41-189 Dates and Times for 2008–2009 Regular Board Meetings

Preliminary discussion was held on preferred dates and times for Board of Education meetings for the 2008-2009 school term. Formal action will be taken during the organizational meeting in July.

41-190 Approval of USD 407 Science Curriculum

Kathy Cook, Curriculum Director, recommended approval of the Science Curriculum as presented at the May meeting. Superintendent Couch concurred with Cook's recommendation.

Jerry Brown moved and Rhonda Haberer seconded a motion to approve the Science Curriculum as presented. Motion carried 4 – 0.

41-191 Classified Pay Scales 2008-2009

Superintendent Couch recommend a \$0.25 base increase for each of the classified pay scales. The increase, will award all classified employees at least a quarter raise per hour, and those who are not frozen on the pay scale will receive a thirty-five cent per hour raise.

John Fletcher moved and Kevin Ochs seconded a motion to approve the classified pay scales as presented. Motion carried 4 – 0.

- 41-192 Approval of DSNWK Contract to Provide Part C Services for Children from Birth to 2 Years**
Kathy Cook, Special Education Director, outlined the purpose of the DSNWK contract and recommended approval of the contract.

Jerry Brown moved and Rhonda Haberer seconded a motion to approve the DSNWK contract to provide Part C services for children from birth to 2 years. Motion carried 4 – 0.

- 41-193 Approval of Resignations, Retirements, and New Contracts**
The following resignations and new contracts were presented for approval:

Resignations:

- Leland Francis – Head Softball Coach @ Russell High School
- Casey Garten – Head Baseball Coach @ Russell High School
- Kent Michel – Board of Education Member

New Contracts:

- Tammi Buhle – Special Education Teacher @ Bickerdyke Elementary School
- Genesis Ferch – Asst. Girls' Basketball @ Russell High School
- Christopher Look – Asst. Football @ Russell High School; Head Wrestling @ Ruppenthal Middle School; Asst. Wrestling @ Russell High School
- Tiffany Schmidt – Kindergarten Teacher @ Simpson Elementary School
- Pedro (Pete) Herrera – 5th Grade Teacher @ Bickerdyke Elementary School
- Mike Weatherman – Head Golf @ Lucas-Luray High School
- Ron Wedel – Asst. Football @ Russell High School

Kevin Ochs moved and John Fletcher seconded a motion to approve the resignations and new contracts as presented. Motion carried 4 – 0.

- 41-194 Board Forum**
Superintendent Couch stated Kevin Ochs and Jerry Brown agreed to serve on the Negotiations Committee as the Board of Education representatives.

- 41-195 Adjournment**
Jerry Brown moved and John Fletcher seconded a motion to adjourn. Motion carried 4 – 0.

Time: 5:55 p.m.

Jane Cline, Clerk of the Board

Date