

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

REGULAR MEETING

MINUTES

BOARD OF EDUCATION CONFERENCE ROOM
MONDAY, OCTOBER 7, 2019
7:00 P.M.

Board Members:

D. Bell
M. Breneman
J. Eckhart
P. Winters
D. Zachgo

Others:

Dr. Betty Summers, Supt.
Greta Obermueller, Clerk
Christi Walter, LJSHS Principal
Denise Schmidt, LES Principal
Brenda White
Craig Dassow, Summers, Spencer and Co.
Gary Sechrist, KASB
Mandi Crist, Board Treasurer
Kris Heinze, *Lincoln Sentinel-Republican*

1. The meeting was called to order at 7:00 p.m. by Vice-President, Patti Winters. TJ Jonsson is ill this evening and will not be attending the meeting.
2. Motion by Jeana Eckhart, seconded by Debora Zachgo, to adopt the amended agenda. Aye-5 No-0
3. There were no delegations present to address U.S.D. #298 Board of Education.
4. Motion by Monty Breneman, seconded by David Bell, to approve the minutes of the regular meeting of September 3, 2019, and the special meeting of September 20, 2019. Aye-5 No-0
5. Motion by Monty Breneman, seconded by Jeana Eckhart, to accept the Clerk's and Treasurer's Reports. Aye-5 No-0
6. Motion by Debora Zachgo, seconded by Jeana Eckhart, to accept the bills for payment. Aye-5 No-0
7. Craig Dassow, of Summers, Spencer and Company, P.A. went over the independent audit report with U.S.D. #298 Board of Education members. He stated that all balances were positive so there were no cash violations. He reported that all deposits were legally secured, KPERs balances were up a little bit so that was good, lease purchases were reviewed, food service revenues were examined based on number of students, and the scholarship account remains outside of school holdings as it is a stand-alone account. Audit recommendations are that direct deposit uploads are reviewed and

signed off on by someone other than the payroll clerk, gate receipts be counted and signed off on by someone not taking gate, and bank reconciliations be signed off on by an employee not reconciling the statements.

8. Gary Sechrist, Kansas Association of School Boards Leadership Specialist, distributed search process manuals outlining time frames, proposed dates and schedules if the Board of Education chooses to contract with KASB to conduct their upcoming superintendent search. It was the consensus of the Board to enter into an agreement with KASB for \$3,500 plus expenses for services rendered. KASB is currently involved with three superintendent searches at the present time. A special meeting is being planned for November 13, 2019, at 6:00 p.m. for Gary Sechrist to return to Lincoln for the next phase of the Superintendent search.
9. Dr. Betty Summers distributed information to board members on the September 20 student count. The district has an increase of 5 F.T.E. students in Preschool for a total of 13, which translates to 6.5 F.T.E. for student funding count. The official count on count day was 317.5 students which includes 16 non-resident students. The SO-66 will be completed and submitted by the October 10, 2019, deadline.
10. Progress on the FEMA storm shelter construction project was reported on by Dr. Betty Summers. A floodplain map had been provided by Rhonda Wright for review after she had attended a meeting in Minneapolis, Kansas. Dr. Betty contacted the architect relative to the shelter, who responded with information that the elevation of the floor is above the floodplain. After construction is complete, the floor will be 2.5 feet above the floodplain. The map was distributed for board member review. Monty Breneman asked the source or who was responsible for drawing this map. In Rhonda's absence, Dr. Betty said that she would follow up on and report this information to board members.
11. The State of Kansas Board of Regents is making modifications to graduation requirements. As things are finalized, the local Board of Education may want to take action to accommodate changes or they have the right to retain what is currently in place for USD #298 Lincoln.
12. Dr. Betty Summers stated that the USD 298 Education Foundation did not approve paying for the Hope for Healing program at their last meeting. Concern was voiced by Foundation members that more information was needed prior to making that decision. Students are coming to school with many mental health issues and different struggles. It has been proposed that teachers have input and work together so they can develop a plan that administration can present to the Foundation this spring. A grant from the Dane

Hansen Foundation was suggested to assist with this project as well.

13. USD #298 Lincoln is in the final year of the KESA plan. Dr. Summers reported that the district is moving in the right direction. There will be a 1/2 day of inservice this coming Friday. Lincoln Elementary School is moving ahead with SIT teams, and have aligned with state plans. Teachers also have 1/2 day on Friday to work in their classrooms.
14. Dr. Summers announced that Mettner Field continues to be a showcase. Staff maintains facilities, the mowing continues and the amenities are wonderful. Patrons and staff should be proud. The heat at the Lincoln Elementary School worked today and windows are to be shipped this week. Everything for the FEMA storm shelter has been lined out at the Lincoln Jr./Sr. High School. The cooks there are excited about the modification to the commercial door to the supply room.
15. DS Bus Lines continue to work with administration with cameras on a bus to keep students safe. Cameras are being suggested for all DS Bus Lines buses. One of the drivers for DS Bus Lines had previously planned to resign her duties in November but this past Friday was her last day. The general manager has contacted Dr. Summers and will be in the district this week.
16. Denise Schmidt stated that her principal's report was included in the Board packet but she wanted to report that the SIT Team process begins tomorrow. The weather has been kind to them so far. LES has picked up several new students with another Kindergarten and First grade student. A Board member asked for clarification on the goal of LES staff to maintain small class sizes in the future. The issue of funding this goal was questioned by board members. Denise Schmidt noted that this was a goal of 2017-18 staff and continues to be an agreed upon goal by staff this year. She stated that there is curriculum out there that is not cost prohibitive and may be looking at the possibility to not hire new staff but utilize staff more efficiently.
17. Mrs. Christi Walter also reported that her written information was included, but stated that the metals class had created and designed a picnic table for the John Luck Memorial. It needs to be sandblasted and painted as of yet. S & S Autobody has agreed to teach a student this process and assist in completing the table. Mrs. Walter stated that Mr. Lange is proud of his students and the skills put forth in this project.
18. Dr. Betty Summers commended the administrative team and how effectively they work together and with staff. She stated that Paw Print might have just had their busiest day since she has been here, last Friday on Homecoming. She called attention to the caring staff and good behavior of students in the district. She encouraged board members to take a second to view the picture posted on the USD #298 website of the Kindergarten

students all dressed in their little yellow rain coats walking back to their building today in the rain. Administration and office staff remain busy with state reports. She will be heading to Lindsborg on Wednesday afternoon to join the 12 area superintendents for an outreach of Council of Superintendents webinar instead of travelling all the way to Topeka.

19. Patti Winters stated that Nikki Flinn, representing Lincoln County Recreation, submitted a written report and it is included in the board packet as Addendum #1.
20. Dr. Summers advised board members of the donation from Lanny and Arletta Morse for the Beef to Schools program. The Lincoln United Methodist Church has also contributed money for school supplies for this fiscal year. Board members will be asked to accept these donations under action items later this evening.
21. There is an error that needs to be corrected in the August 5, 2019, minutes. When KASB policies were approved, GAC was approved instead of GACB. GACB will approved later in the meeting to correct this and have the right policy in force.
22. Dr. Betty Summers stated that Addendum #5 is a proposal that needs to be resubmitted to the Kansas State Department of Education. Lincoln Elementary School had applied for the Safe and Secure School Grant and was awarded it for this fiscal year. If monies are not used by local districts, it will be returned to the state and not redistributed. FileSafe has presented a new proposal for the Lincoln Elementary School cameras, installation, configuration, training, relocation and realignment. This proposal has been expanded to include installation and cameras for the FEMA Shelter.
23. An out-of-district student application was received for attendance at the Lincoln Preschool for this fiscal year. The mother works in Lincoln and since the application was received prior to the September 20, 2019, count date, Dr. Betty Summers approved this request. The Board of Education will be asked to take formal action on this request later this evening.
24. Dr. Betty Summers informed the Board of Education about the request of the Personal Finance Class to go to the Federal Reserve on an out-of-state trip to Kansas City in November. Since the class will be traveling to another state, the Board of Education will need to approve this field trip.
25. The last of the KASB policy revisions from this summer were briefly discussed. Dr. Betty Summers recommends these policies be approved later this evening under action items.

26. Motion by Monty Breneman, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve the 2018-2019 audit performed for USD #298 Lincoln By Summers, Spencer, and Company, P.A. Aye-5 No-0
 27. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education approve Summers, Spencer and Company, P.A. to perform the 2019-2020 USD #298 Lincoln district audit. Aye-5 No-0
 28. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education approve check number 4061 in the amount of \$100 from Lanny and Arletta Morse for the Beef for Schools program. Aye-4 No-1 (Abstain)
 29. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve check number 10492 in the amount of \$64.00 from the Lincoln United Methodist Church for school supplies for Lincoln Elementary School. Aye-5 No-0
 30. Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education approve check number 10493 in the amount of \$64.00 from the Lincoln United Methodist Church for school supplies for Lincoln Jr./Sr. High School. Aye-5 No-0
- Patti Winters, on behalf of the Board of Education, thanked those responsible for the generous donations.
31. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve correcting the August 5, 2019, minutes to approve KASB policy GACB and not approve GAC as stated. Aye-5 No-0
 32. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept the KSDE Safe and Secure Schools Grant in an amount up to \$6,461 to be used at Lincoln Elementary School and Lincoln Jr./Sr. High School for additional security cameras. Aye-5 No-0
 33. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the request for an out-of-district student to attend the USD #298 Pre-School for the remainder of the 2019-2020 school year. Aye-5 No-0
 34. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #29 Board of Education approve Personal Finance Federal Reserve out-of-state trip to Kansas City, Missouri, on Thursday, November 14, 2019. Aye-5 No-0

35. Motion by Debora Zachgo, seconded by Monty Breneman, that U.S.D. #298 Board of Education adopt the following KASB policies: GAAA; GAAB; GACCA; GACE; GAHB; GAOE; GBRH; and JBC. Aye-5 No-0
36. Motion by David Bell, seconded by Debora Zachgo, that U.S.D. #298 Board of Education shift the parent teacher conferences to Monday, October 21, 2019, and Thursday, October 24, 2019, from 4:00 to 8:00 p.m. Aye-5 No-0
37. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education enter into a contract with KASB to conduct the Superintendent search. Aye-5 No-0
38. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go into executive session at 9:00 p.m. for 20 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:20 p.m. in the Board of Education Conference room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-5 No-0

9:20 p.m. The Board returned to open meeting.

Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go back into executive session at 9:20 p.m. for 30 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 9:50 p.m. in the Board of Education Conference room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-5 No-0

9:50 p.m. The Board returned to open meeting.

Motion by Jeana Eckhart, seconded by David Bell, that U.S.D. #298 Board of Education go back into executive session at 9:50 p.m. for an additional 10 minutes with the Superintendent for the purpose of discussing personnel matters for non-elected personnel; and that the board return to open meeting at 10:00 p.m. in the Board of Education Conference room. The executive session is required to protect the privacy of non-elected personnel exempt under KOMA. Aye-5 No-0

10:00 p.m. The Board returned to open meeting.

39. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education approve reimbursement for the required DOT physical costs for district classified employees approved for driving 10 or less hours per week. Aye-5 No-0

40. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the Tuition Reimbursement Form that accompanies the Tuition Reimbursement Policy. Aye-5 No-0
41. Motion by Jeana Eckhart, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve the Tuition Reimbursement application for the fall semester completed by Nikki Flinn. Aye-5 No-0
42. Motion by Monty Breneman, seconded by Debora Zachgo, that U.S.D. #298 Board of Education appoint TJ Jonsson to act as the 2019 voting delegate for the KASB Annual Convention. Aye-5 No-0
43. Under the Board Information Request portion of the meeting, Debora Zachgo asked why students had class on Columbus Day, which is a state approved holiday. Business were closed, parents home from work, but no school when on the preceding Friday, parents most likely would have been at work. It was suggested that maybe next year, the calendar committee might consider going back to past practice with this holiday and observe Monday as the day out of school for students.
44. Motion by Jeana Eckhart, seconded by Debora Zachgo, that the meeting be adjourned. Aye-5 No-0

Time: 10:05 p.m.

Greta Obermueller, Clerk

Approved:

Patti Winters, Vice-President