

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

BUDGET MEETING
AND REGULAR MEETING

MINUTES

BOARD OF EDUCATION OFFICE
MONDAY, AUGUST 5, 2019
6:45 P.M.

Board Members:

D. Bell
M. Breneman
J. Eckhart
P. Winters
R. Wright

Others:

Dr. Betty Summers, Supt.
Greta Obermueller, Clerk
Christi Walter, LJSHS Principal
Denise Schmidt, LES Principal
Brenda White
Fred Malicoat Nancy Knapp
Corey Schultz Mandi Crist
Ben Trout Daniel D. Metz
Ben Trout III

BUDGET MEETING

1. The Budget Meeting was called to order at 6:45 p.m. by Vice-President, Patti Winters, in the Board of Education meeting room. President TJ Jonsson will not be present this evening as he is ill.
2. Motion by Rhonda Wright, seconded by Jeana Eckhart, to adopt the agenda. Aye-5 No-0
3. Nancy Knapp and Mandi Crist presented information to the Board of Education regarding the proposed budget for 2019-2020. Dr. Betty Summers had distributed synopsis of budget information and asked Nancy Knapp and Mandi Crist to clarify for board members. Nancy Knapp stated that the general fund is set by the state at 20.0 mills, supplemental came in at 19.424 mills and Capital Outlay is at 8.0 mills for a total of 47.424 mills. She pointed out the mill levy is down a little bit from last year. Mandi Crist called attention to the Driver Education account being changed from 12 to 18 within the budget lines. The Gifts and Grants line has \$944,000 budgeted because of the HVAC / window project at LES but will be used as billings are submitted. The Career and Post-Secondary Education line was previously the Vocational Educational line. Nancy Knapp addressed a question on the FEMA storm shelter funds. Dr. Betty Summers complimented Nancy Knapp and Mandi Crist on putting the budget together as there was little discussion on changes at the state.

6:50 p.m. Preston Howard arrived.

6:55 p.m. Debora Zachgo arrived.

6:55 p.m. Melodee Larsen arrived.

4. Motion by Jeana Eckhart, seconded by David Bell, that the meeting be adjourned.
Aye-6 No-0

Time: 6:57 p.m.

REGULAR MEETING

1. The Regular Meeting was called to order at 7:00 p.m. by Vice-President, Patti Winters, in the Board of Education meeting room. Dr. Betty Summers had left the meeting to attend to a concern with the HVAC system at Lincoln Elementary School but will return.
2. Motion by Monty Breneman, seconded by Debora Zachgo, to adopt the agenda.
Aye-6 No-0
3. There were no delegations present to address USD #298 Board of Education.

7:02 p.m. Shari Pittenger arrived.
7:02 p.m. Kris Heinze arrived.
4. Motion by Debora Zachgo, seconded by Jeana Eckhart, to approve the minutes of the Regular Meeting of June 3, 2019, the Regular Meeting of July 1, 2019, and the Special Meeting of July 26, 2019. Aye-6 No-0
5. Motion by Rhonda Wright, seconded by Monty Breneman, that U.S.D. #298 Board of Education accept the Treasurer's Report. Aye-6 No-0
6. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education accept the Clerk's Report. Aye-6 No-0
7. Motion by Jeana Eckhart, seconded by Rhonda Wright, that U.S.D. #298 Board of Education accept the bills for payment. Aye-6 No-0
8. Preston Howard gave a Nex-Gen Summer Intern presentation to board members. He thanked the District Office staff, the Board of Education and all of those involved with making this opportunity available to him for the second summer in a row. He listed his daily responsibilities which were mainly office duties but also included being the Site Manager for the summer food program. Preston stated that he feels this summer food program is such a good program for our community and is grateful he was allowed to help. Samuel Huehl was also a summer intern and his duties consisted of maintenance of grounds and assisting with painting. Preston Howard encourages other students to apply

for this summer job in the future. He stated that it has been a wonderful opportunity and he has encouraged fellow students to apply for upcoming years.

9. Denise Schmidt reported on the prepackaged school supplies that the Lincoln Elementary Site Council provided through a prepay program. Supply kits were disbursed at enrollment and Mrs. Schmidt heard many positive comments and appreciative remarks.

7:12 p.m. Patti Winters called for a short break in the meeting.

7:20 p.m. Dr. Betty Summers returned to the meeting.

7:20 p.m. The meeting resumed.

10. Dr. Betty Summers gave a short recap of enrollment activities August 1 and August 2, 2019. She shared the exciting times of preparing for another school year. The Lincoln Elementary School Site Council service project of school supply packets was very well received. It is anticipated that even more families will purchase the supply packets in the upcoming years if Site Council continues with this project. Enrollment went so well with administrators, secretaries, Boy Scouts, DS Bus Lines Lead Driver, Lincoln Recreation Commission, technology coordinator, principals, school nurse, and counselors all represented. Dr. Betty Summers wanted to make Board Members aware that she will be reviewing current job descriptions in the district. She feels this is a major part of her job as interim superintendent. When the incoming superintendent comes into the district next summer, this will be in place for the administrative team.
11. The Mettner Field update followed with Dr. Betty Summers reporting that everything looks really nice. The mowing, the trimming by summer intern, Samuel Huehl, and the additions provided with community support are all appreciated. LaMunyon will be arriving later in the week to address the black mold issue in the locker area. There is a high school football jamboree with out of town schools involved scheduled for the end of August, 2019. It is important that locker rooms are ready.
12. Dr. Betty Summers reported that the Beef to Schools information has been sent out to patrons. She stated that the majority of the beef used last year in the hot lunch program was donated to the district. The district has already had a call from a donor that contributed beef last year, that beef has been slaughtered, processed and will be delivered when staff is ready before the start of school in August.
13. Under the Superintendent's report, Dr. Betty Summers shared that it has been her pleasure to meet dedicated staff and take part in the many exciting things happening in the district; the EPM System is ready and working; she is scheduled to meet Kelly Larson this week for planning of the Frisbee Golf Tournament in early November; LES will schedule freezer

installation; the EPM system is ready; the High School freezer is ready for operation and tape has been placed on the stainless steel floor for safety concerns; the LES ductwork above the stage looks good; and that LES schedules may need to be modified with the ongoing construction at Lincoln Elementary School.

14. The Lincoln County Recreation Commission Report is included as Addendum #2.
15. Dr. Betty Summers stated that the agenda for this evening's meeting may need to be modified as there are those in attendance that must adhere to a flight schedule this evening.
16. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education go into executive session at 7:33 p.m. for 10 minutes with the Superintendent and Daniel D. Metz for the purpose of consultation with an attorney for the body or agency which would be deemed privileged in attorney-client relationship and that the Board of Education return to open meeting in the Board of Education Conference Room at 7:43 p.m. The executive session is required to protect attorney-client relationship, and the public interest. Aye-6 No-0

7:43 p.m. The Board returned to open meeting.

Motion by Monty Breneman, seconded by Debora Zachgo, that U.S.D. #298 Board of Education go back into executive session at 7:43 p.m. for an additional ten minutes with the Superintendent and Daniel D. Metz for the purpose of consultation with an attorney for the body or agency which would be deemed privileged in attorney-client relationship and that the Board of Education return to open meeting in the Board of Education Conference Room at 7:53 p.m. The executive session is required to protect attorney-client relationship, and the public interest. Aye-6 No-0

7:53 p.m. The Board returned to open meeting.

17. Fred Malicoat, Malicoat-Winslow, Inc., was present to update board members on the progress of the project at Lincoln Elementary School. Mr. Malicoat visited the job site today and reviewed the progress of this project. He stated that all of the units are in and Street Plumbing is in the process of getting them installed. All of the units should be in and functioning when teachers return on August 12, 2019. He also addressed concerns that board members had with EPM equipment and Street Plumbing, Heating and Electric as their contract pertains to the EPM costs and equipment and the invoice from EPM. Mr. Malicoat walked board members through the process of bidding and rebidding the HVAC system project. Monty Breneman questioned the process and why the removal of the EPM hardware when Board Members had understood and agreed that conduit and wiring would remain for utilization of the EPM system in the future. Daniel D. Metz addressed

Mr. Malicoat asking him if he was the project manager. Mr. Malicoat responded that he is not, he is the engineer that oversaw designing the project and putting it out for bid. He was asked if he has taken on project manager duties and Mr. Malicoat responded that he has not. Mr. Metz will review the contract after he receives it to determine project manager. Monty Breneman inquired of Ben Trout when EPM was brought into the LES project. Mr. Trout stated that when EPM received a page and one-half subcontract from Mike Street to sign on this project, their attorney advised them against entering into the contract. There were copy right infringements within and no contracts supplies that were referred to within the contract from Street Plumbing. Mr. Malicoat stated that the issue of the \$64,500 for removal of the EMP system has been resolved. The district will be paying a lessor amount, so as far as he is concerned, this issue is settled.

8:30 p.m. Fred Malicoat, Ben Trout, Ben Trout III and Daniel D. Metz left the meeting.

18. Corey Schultz of Schultz Squared Architects LLC, Wichita, Kansas, expressed his gratitude to finally meet Board Members and update them on the progress of the bid process for the FEMA storm shelter. He reviewed the bid tabulation form that contained the twelve construction companies that had bid on this contract. Ten of the twelve companies met qualifications. The procedure then began for the precast design intent phase. After the local precast company elected not to bid on the projects, the bid date was delayed one week. Schultz Squared Architects, LLC then received eight bids at the bid opening. By state law, the company with the lowest bid is the company that earns the project as long as they are deemed a responsible bidder. Wiens and Company of Hutchinson had the second lowest bid of \$835,000. The lowest bidder was truly not aware of the bid requirements for a FEMA shelter. Mr. Schultz reviewed the alternates on the bid tabulation form, which will need board input later. He also reiterated this FEMA grant is a 75/25 matching grant of eligible costs. For example, the connection piece is not an eligible cost of the storm shelter.
19. The KASB Policy Updates were next on the agenda for discussion. Dr. Betty Summers listed the policy updates that Mrs. Robertson had suggested approving and listed the ones that might need more discussion.
20. 2019-2020 Preschool Routes were a topic of discussion as the number of preschoolers needing to ride on a daily basis will require two routes for the upcoming year. Last year transportation was provided by USD #298 Lincoln and DS Bus services were not utilized for the Preschool Route. This year a bus will need to be utilized for the route and possibly an additional vehicle.
21. The continuation of an Activity route for 2019-2020 was next for discussion. The number of student athletes utilizing this service will not be known until the first day of practice. Mrs. Christi Walter stated that the most students that rode were four or five but some

days there was maybe only one. Board members discussed the costs effectiveness of one or two student riding an activity route. The Activity Route will be an action item later this evening.

22. The proposed Classified Handbook is comparable to the approved handbook from last year. Discussion was brief and approval will be an action item later this evening.
23. The KSDE Safe and Secure School Grant for Lincoln Elementary School was on the agenda for discussion. Dr. Betty Summers is recommending that we decline this \$6,000 as the district would be required to come up with funds that are just not available in this fiscal year. It was the consensus of the board to pass on this grant and possibly try again next year.
24. Motion by Debora Zachgo, seconded by Monty Breneman, that U.S.D. #298 Board of Education approve the proposed KASB Policy Updates as follows: CGK; CM; CN; CNA; EBBE; GAA; GAC; GACC; GAE; GAG; GBH; GBN, GBRD; IFC; and IJ. Kathy Robertson had suggested that the remaining updates be discussed further in the future before approving. Aye-6 No-0
25. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2019-2020 Preschool Routes with DS Bus Line providing service for one PK route going south and the district post the vacancy for the PK transportation route going east. Aye-6 No-0
26. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education not offer Activity Routes for the 2019-2020 year. Aye-6 No-0

(Board members feel this is a worthy cause but with the number of students riding, it is a luxury the district can no longer afford.)
27. Motion by Jeana Eckhart, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve the Classified Handbook as presented for the 2019-2020 school year. Aye-6 No-0
28. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the bid from Wiens and Company in the amount of \$835,000 plus Alternates #2, #3 and #5 for construction of the Safe Room at the Lincoln Jr./Sr. High School. Aye-6 No-0
29. Motion by Jeana Eckhart, seconded by Rhonda Wright, that U.S.D. #298 Board of Education accept the change order on the construction updates from Street Plumbing and

Heating reducing the total amount from \$929,370 down to \$864,870 which will exclude the \$64,500 for removal of the EPM system. Aye-6 No-0

30. Motion by David Bell, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the pay order to R & R Street Plumbing for \$344,237.95 showing the removal of the EPM system. Aye-6 No-0
31. Motion by Monty Breneman, seconded by Debora Zachgo, that U.S.D. #298 Board of Education agree to pay \$17,472.50 on the EPM service agreement plus an additional bill of \$305.16 for separate work on the Lincoln Jr./Sr. High School. Aye-6 No-0
32. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education allow the Superintendent to notify the state that U.S.D. #298 is declining the KSDE Safe and Secure School Grant for Lincoln Elementary School. Aye-6 No-0
33. Motion by Rhonda Wright, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2019-2020 Substitute Teacher List as presented in Addendum #6. Aye-6 No-0
34. Motion by Monty Breneman, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education approve the 2019-2020 U.S.D. #298 Budget, as proposed. Aye-6 No-0
35. Motion by Debora Zachgo, seconded by Rhonda Wright, that U.S.D. #298 Board of Education approve appointing Dr. Betty Summers, Foster Care Point of Care Contact Representative for USD #298 Lincoln for the 2019-2020 school year. Aye-6 No-0
36. Motion by Monty Breneman, seconded by David Bell, that U.S.D. #298 Board of Education approve the request for three Out-of-District Students submitted last Friday afternoon. Aye-6 No-0
37. Motion by Debora Zachgo, seconded by Jeana Eckhart, that U.S.D. #298 Board of Education go into executive session at 10:02 p.m. for 5 minutes with the Superintendent for the purpose of discussing the latest proposal relating to employer-employee negotiations; and that the board return to open meeting at 10:07 p.m. in the Board of Education Conference Room. The executive session is required to protect the district's right to its negotiating position and the public position under KOMA exception. Aye-6 No-0

10:07 p.m. The Board returned to open meeting.
38. Motion by David Bell, seconded by Rhonda Wright, that U.S.D. #298 Board of Education go into executive session at 10:12 p.m. for 20 minutes with the

Superintendent for the purpose of discussing an individual employee's resignation and the hiring of an employee(s); and that the board return to open meeting at 10:32 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-6 No-0

10:12 p.m. Denise Schmidt joined executive session.

10:30 p.m. Denise Schmidt left executive session.

10:30 p.m. Christi Walter joined executive session.

10:32 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 10:33 p.m. for 10 additional minutes with the Superintendent for the purpose of discussing an individual employee's resignation and the hiring of an employee(s); and that the board return to open meeting at 10:43 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-6 No-0

10:33 p.m. Christi Walter joined executive session.

10:43 p.m. The Board returned to open meeting.

39. Motion by Debora Zachgo, seconded by David Bell, that U.S.D. #298 Board of Education accept the resignation of Katie Patee, Kindergarten paraeducator, effective immediately. Aye-6 No-0
40. Motion by Rhonda Wright, seconded by Monty Breneman, that U.S.D. #298 Board of Education accept the resignation of Roberta Turner, Lincoln Jr./Sr. High School custodian effective July 22, 2019. Aye-6 No-0
41. There were no board information requests.
42. Motion by Jeana Eckhart, seconded by David Bell, that the meeting be adjourned. Aye-6 No-0

Time: 10:47 p.m.

Greta Obermueller, Clerk

Approved:

TJ Jonsson, President