

**BOARD OF EDUCATION MEETING  
USD 353 WELLINGTON  
JULY 11, 2016**

**1. 7:00 p.m. CALL TO ORDER – BOE PRESIDENT, JACKIE BERRYMAN  
PLEDGE OF ALLEGIANCE  
MEETING ROLL CALL – STEPHANIE FRAZIER, BOARD CLERK**

[X] Jackie Berryman  
[X] Angie Ratcliff  
[X] Larry Mangan  
[X] Jason Newberry  
[X] Carol Hadorn  
[X] Jackie Glasgow  
[X] Pat Zeka

**2. Review and Adoption of Agenda**

Angie Ratcliff motioned, seconded by Jackie Glasgow to approve the agenda as presented.

Motion carried 7/0.

**3. Election of Officers for July 1, 2016 through June 30, 2017  
President and Vice-President to be elected by open ballot per K.S.A. 72-8202a**

Carol Hadorn motioned, seconded by Angie Ratcliff to appoint Jackie Berryman as board President, effective July 1, 2016 through June 30, 2017.

Motion carried 6/1 with Jackie Berryman abstaining.

Angie Ratcliff motioned, seconded by Pat Zeka to appoint Larry Mangan as board Vice-President, effective July 1, 2016 through June 30, 2017.

Motion carried 6/1 with Larry Mangan abstaining.

**4. Clerk of the Board and Deputy Clerk (16-17 School Year)– per K.S.A. 72-8202c.  
Appoint Stephanie Frazier as clerk and Helen Hawkins as deputy clerk.**

Pat Zeka motioned, seconded by Larry Mangan to appoint Stephanie Frazier as Clerk of the Board and Helen Hawkins as Deputy Clerk for the 16-17 school year.

Motion carried 7/0.

**5. District Treasurer (16-17 School Year)- Appoint John Ott as District Treasurer.**

Pat Zeka motioned, seconded by Jackie Glasgow to appoint John Ott as the District Treasurer for the 16-17 school year.

Motion carried 7/0.

## **6. RECOGNITION OF PATRONS**

## **7. APPROVAL OF RESOLUTIONS, APPOINTMENTS AND DESIGNATIONS FOR 2016-2017 TO BE DONE BY CONSENT AFTER EACH HAS BEEN READ BY THE CLERK AND DISCUSSED AS NEEDED:**

### **a. Approve Resolution for Board Meetings**

(1) Recommend second Thursday at 7:00 p.m. unless noted otherwise\*

(2) Meetings shall be held at the District Office, 221 S. Washington, Wellington, KS

(3) Approve special meeting waiver

(4) Board packets shall be delivered or posted to board members on the Tuesday prior to board meeting.

### **Proposed Meeting Dates:**

July 11, 2016, August 11, 2016, September 8, 2016, October 13, 2016,  
November 10, 2016, December 8, 2016, January 12, 2017, February 9, 2017,  
March 9, 2017, April 13, 2017, \*May 8, 2017, June 8, 2017

### **b. Board Appointments and Designations According to Law**

All appointments are for the 2016-2017 school year as of July 1, 2016 through June 30, 2017.

#### **(1) Designate the Security State Bank as the official school district bank**

(a) Checking Accounts

(b) Investment of idle funds-Authority to bid out to district banks

(c) Pledging of first mortgage real estate for security is not allowed.

(d) Approve the Board President, Stephanie Frazier

Clerk; John Ott, Treasurer; and, Helen Hawkins Payroll

Clerk as checking signatories for the district.

#### **(2) Approve participation in the National School Lunch and Breakfast Program.**

#### **(3) Kansas Public Employees Retirement System (KPERS) District Representative: Appoint Helen Hawkins as KPERS representative.**

#### **(4) Impact Aid, Federal Programs & Homeless Children Coordinator**

Appoint John Walton as the district representative coordinator for Impact Aid, Federal Programs & Homeless Children Coordinator.

#### **(5) Official Newspaper and Media**

Designate the following as official district media:

- Wellington News as the district official newspaper
- KLEY-KWME as the official radio station and

- **Sumner Cable TV as the official television station.**

**(6) Bid Committee**

**Appoint two (2) board of education members to the Bid Committee.**

**The board appointed Larry Mangan and Jason Newberry.**

**(7) SRS Representatives**

**Appoint the building principals as the SRS representatives.**

**(8) District Hearing Officers – Appoint the following:**

**Compliance Officer and Section 504 Coordinator: Heath Peine.**

**District hearing official: Brad Morris.**

**Alternate district hearing official: Mark Whitener.**

**(9) USD 353 Organizational Chart**

**Adopt the USD 353 Organizational Chart**

**(10) USD 353 Asbestos Coordinator**

**Appoint Mark Whitener, Brad Morris and Mike Simpson as the district's asbestos coordinators.**

**(11) USD 353 American with Disabilities Act Coordinator:**

**Appoint Mark Whitener, Brad Morris and Mike Simpson as coordinators of the Americans with Disabilities Act.**

**c. Establishment of Activity Funds (SB 2902)**

**Establish activity funds as per resolution and approve the following persons as signatories for revolving fund checks:**

**Central Office: Mark Whitener and Helen Hawkins**

**High School: Adam Hatfield, John Buckendorf and Stephanie Lawrence**

**High School Activity Fund: Adam Hatfield, Luke Smith and Stephanie Lawrence**

**Middle School: Jamie Ybarra, Brian Aufdengarten and Luke Smith**

**Special Education: Heath Peine and Jennifer Robinson**

**d. Approval of Revolving Fund Limits**

**Central Office - \$1,000.00**

**High School - \$1,500.00**

**Middle School - \$750.00**

**Special Education - \$500.00**

**e. Adopt the 1,116 Hour Attendance Plan per KSDE regulation for the 16-17 school year.**

**f. Designated Snow Make-Up Dates**

**Adopt April 17th, and May 24th, as inclement weather make-up dates for the 2016-2017 school-year. Any additional make-up days shall be during the week of May 25<sup>th</sup> and after.**

**g. Waive GAAP**

**Adopt the annual waiver of requirements for generally accepted accounting principles for 2017 fiscal year. The governing body finds financial statements and financial reports are not relevant to the requirements of the cash basis and budget laws of Kansas and are of no significant value to the governing body or members of the general public of this municipality.**

**h. Approve the Publication of the 2016-2017 budget, and establish time for the Budget Hearing.**

**Publication Date: August 3rd, 2016**

**Budget Hearing: Wednesday, August 17<sup>th</sup> -6:00 p.m.**

**i. Other Financial Considerations**

**(1) As authorized by K.S.A. 75-3203a, the Secretary of Administration has fixed the private vehicle mileage reimbursement rates for FY 2016 at: .54 cents per mile**

**(2) Approve early payment request policy K.S.A. 12-150(b)**

**(3) Adopt section 125 Flexible Benefit Plan for employees, effective October 1, 2016.**

**(4) Approve Substitute teacher rate at \$80.00 per day.**

**(5) Classified substitute rate at the Federal Minimum Wage Rate**

**j. Approve the destruction of records as per resolution**

**k. Establish Home Rule by Board of Education (Resolution)**

**l. Health Insurance Resolutions:**

**Appoint Brad Morris and Wendy Goodrum as the district contacts**

**m. Classified Handbook Committee**

**Appoint the board president and an additional board member to this committee.**

The board appointed Angie Ratcliff to be on the Classified Handbook Committee.

**n. Official Custodian of all Central Office Records**

**Approve Brad Morris and Stephanie Frazier as official custodians of the central office records and all records established and maintained at the building level.**

Carol Hadorn motioned, seconded by Angie Ratcliff to accept the consent agenda as presented and all resolutions and appointees.

Motion carried 7/0.

## **8. REGULAR CONSENT AGENDA**

**a. Approve the June 2016 Regular and Special Board Meeting Minutes**

**b. Approve Bills, Finance and Other Matters – Business Department**

**Bills: \$2,377,741.49**

**Payroll: \$1,265,573.14**

**c. Personnel:**

**1. Accept Resignations:**

**Caitlin Hendrix-Assistant Forensics and Debate Coach- WHS**

**Luke Smith-8<sup>th</sup> Grade Head Football Coach, High School Assistant Basketball, and High School Assistant Golf.**

**2. Recommendation to hire:**

**Rick Roitman - Head HS boys basketball coach 16-17 school year**

**Cecily Jamison - Head 7th grade girls volleyball 16-17 school year**

**d. Contractual Agreement with Futures Unlimited, Inc.**

**For many years USD 353 and Futures Unlimited, Incorporated have developed and maintained extensive cooperative agreements that serve our students, faculty and community successfully. Approve these agreements for the 2016-2017 school year.**

**One on One student transportation: \$4,176.00**

**Transportation of USD 353 Gifted Students from elementary schools to the high school 2 days a week: \$47,020.00**

**Transportation of Pre-School Students: \$91,560.00**

**Early Intervention Program: \$193,960.00**

**Pre-K Program: To be determined by the reported student enrollment, September 20, 2016 (Or whatever law we are operating under by that time)**

**e. Requirement for Local Policies, Practices, and Procedures – Special Education**

**This requirement is for official recognition factors from the Kansas State Department of Education. The practice disclosed in this portion of the agenda is essentially the standard operating procedure of USD 353 for several years. Board approval will meet all the bureaucratic requirements if we are audited. As part of the annual LEA Application, districts are required to provide assurances that they will adopt and implement policies which conform to state and federal statutes and regulations regarding special education. These assurances to adopt district policies aligned to federal and state statutes and regulations fulfill the policy portion of this requirement. In addition, the Special Education Process handbook meets requirements regarding procedures, if adopted by the district board of education. Adoption and implementation of practices (or programs) fulfill the final requirements. The terms practices or programs refer to how policies and procedures are actually applied.**

**f. Student Insurance – Renn & Company. The cost for student insurance for traditional coverage and what the KSHSAA does not provide coverage for in the catastrophic plan is \$17,500.00 for the 16-17 year.**

**g. 2016-2017 SCHOOL LUNCH PRICES**

**Approve the following school meal prices for the 16-17 school year.**

**Breakfast**

**\$2.00 – Adults**

**\$1.50 – Students (All Grades)**

**.30 - Reduced**

**Lunch**

**\$3.55 – Adults**

**\$2.55 – Students (Kindergarten – 5<sup>th</sup> Grade)**

**\$2.80 – Students (Grades 6 – 8)**

**\$3.05 – Students (WHS 9 – 12)**

**.45 – Reduced**

**.50 Extra Milk**

**1.50 Double Entree for Grades 6 – 12 & Adults**

**\*Enrollment fees remain unchanged for the 16-17 school year.**

**Motion to withdraw item from consent agenda:**

Pat Zeka motioned, seconded by Larry Mangan to withdraw the head HS boys basketball coaching position hiring for discussion.

Motion failed 3/4.

**Consent Agenda Action**

Angie Ratcliff motioned, seconded by Larry Mangan to approve the consent agenda as presented.

Motion carried 7/0.

**(ACTION ITEM AGENDA)**

**9. WORK SESSION PROPOSALS**

**The board shall adopt the last Wednesday of each month at 4:00 p.m. as a board work session, which allows for presentations or discussions (the board shall not take any official action during work sessions). The board may choose at each regularly scheduled board meeting to cancel the work session.**

**Proposed Dates:**

**(2016) July 27, August 31, September 28, October 26, November 30, December 28,**

**(2017) January 25, February 22, March 29, April 26, May 31, June 28,**

Larry Mangan motioned, seconded by Pat Zeka to approve the last Wednesday of every month at 4:00 p.m. as the designated board work session dates.

Motion carried 7/0.

**10. APPROVE REVISIONS TO DISTRICT HANDBOOKS**

**Applicable district handbooks with revisions are included in the packet.**

No action taken.

**11. APPROVE 16-17 HEALTH INSURANCE PACKAGE**

**The board negotiation team and negotiators for WNEA have reached agreement on the health insurance package for 16-17. The board contribution will increase from \$325 per month to \$350 per month.**

Angie Ratcliff motioned, seconded by Carol Hadorn to approve the board contribution to health insurance from \$325 to \$350 per month.

Motion carried 7/0.

**12. KANSAS ASSOCIATION OF SCHOOL BOARDS MEMBERSHIP**

**Approve membership with the Kansas Association of School Boards. Dues for the 2016-2017 school year are \$11,111.00.**

No action taken, previously voted on.

**13. KANSAS ASSOCIATION OF SCHOOL BOARDS LEGAL ASSISTANCE FUND**

**Approve membership in the KASB Legal Assistance Fund. The fee is \$1,650 for the 16-17 school year.**

No action taken, previously voted on.

**14. Administrator Reports, Assistant Superintendent Report & Superintendent's Comments**

Brad Morris gave a financial update.

Mark Whitener gave an update on construction progress. He invited the board to the back-to-school in-service on August 18th.

**15. Discussion- Washington Elementary Participation in Ron Clark Academy-Fall 2016**

**Mrs. Shinliver is requesting permission for the Washington teaching staff to attend the Ron Clark Academy. The information below was obtained from [www.ronclarkacademy.com](http://www.ronclarkacademy.com):**

*The Ron Clark Academy (RCA) is a highly-acclaimed, nonprofit middle school located in Southeast Atlanta. The Academy has received both national and international recognition for its success in educating students with academic rigor, passion, and*

*creativity balanced by a strict code of discipline. Our 5th - 8th grade students represent various socio-economic and academic backgrounds and communities from across the metro region. The Academy seeks to extend its reach beyond its student body by having an impact upon students everywhere. RCA is a demonstration school – a place where visiting educators engage in a vibrant professional development experience by observing best practices in action before participating in hands-on workshops. In the past seven years, more than 22,000 superintendents, district level administrators, and teachers from 42 states and 22 countries have participated in the RCA Experience to learn better ways to engage students, promote academic rigor, and create a climate and culture that promotes success.*

No action taken.

#### **16. Discussion- District Board Attorney**

The board may consider hiring a local board attorney to assist district administration with legal issues pertaining to localized situations. Most 4A and larger districts retain a local board attorney. A local attorney provides face-to-face time, which is not always convenient through KASB.

No action taken.

#### **17. Discussion-City Usage of Stadium**

The city requested use of the stadium for seating during the fireworks show. This request was not received in time for approval at the June board meeting.

No action taken.

**18. Discussion-Superintendent's Membership in Kansas/Missouri Superintendent's Forum-The Kansas/Missouri Superintendent's Forum is a group of 100 superintendent's (50 from each state) that meets two times per year in Kansas City. The Forum was originally supported by a grant from the Kauffman Foundation. Today the Forum is sponsored by various educational organizations and vendors. The focus of the Forum is research-based leadership practices. The Forum brings in nationally recognized educational authors, researchers, and highly successful superintendents to lead professional development sessions. Membership is by invitation only and he's currently the only superintendent in Forum that represents Sumner County. The cost per year is \$500, which includes hotel and meals.**

Angie Ratcliff motioned, seconded by Jason Newberry to pay for Dr. Whitener's membership to Kansas/Missouri Superintendent's Forum.

Motion carried 7/0.

#### **19. Board Comments/Concerns:**

Larry Mangan gave an update on construction.



Pat Zeka requested that building principals include site council meeting information in their board reports.

## **20. EXECUTIVE SESSION TO DISCUSS NON-ELECTED PERSONNEL**

**Angie Ratcliff motioned, seconded by Jason Newberry that the Board of Education go into executive session at 7:56 p.m. for 10 minutes for the purpose of discussing personnel matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of Education reconvene into open session at 8:06 p.m. in this room to include Mark Whitener and Brad Morris.**

Motion carried 7/0.

At 8:06 p.m. the meeting was back in open session with no binding action taken.

Angie Ratcliff motioned, seconded by Jackie Glasgow that the Board of Education go into executive session at 8:06 p.m. for 15 minutes for the purpose of discussing personnel matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of Education reconvene into open session at 8:21 p.m. in this room to include Mark Whitener and Brad Morris.

Motion carried 7/0.

At 8:21 p.m. the meeting was back in open session with no binding action taken.

Jason Newberry motioned, seconded by Jackie Glasgow that the Board of Education go into executive session at 8:22 p.m. for 5 minutes for the purpose of discussing personnel matters of non-elected personnel and their contractual obligations because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of Education reconvene into open session at 8:27 p.m. in this room to include Mark Whitener and Brad Morris.

Motion carried 7/0.

At 8:27 p.m. the meeting was back in open session with no binding action taken.

## **21. EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS**

No action taken.

## **22. Adjournment**

Jackie Berryman adjourned the meeting at 8:29 p.m.