

OBERLIN UNIFIED SCHOOL DISTRICT NO. 294
BOARD OF EDUCATION
REGULAR MEETING

OBERLIN, KANSAS

JULY 10, 2017

The Board of Education, Unified School District 294, met in Regular Session, Monday, July 10, 2017.

REGULAR
SESSION

The meeting was held at the Administrative Center, 131 East Commercial, Oberlin, Kansas 67749.

President Monte Moore presided and called the meeting to order at 7:30 P.M.

PRESIDING

Board Members Present:

Doug Brown
Dan Grafel
Abby Hissong
Roger May
Monte Moore
Tucker Woolsey

BOARD
MEMBERS
PRESENT

Board Members Absent:

Dan Wasson

BOARD
MEMBERS
ABSENT

Others attending:

Dr. Troy Pitsch,
Superintendent
Benjamin Jimenez,
Secondary Principal
Dayna Mannabach, Reporter,
Oberlin Herald
Alex Heeger, Patron
Jennifer Tally, Representative
from the Alumni Association
Vickie Lippelmann, Clerk,
Board of Education

OTHERS
ATTENDING

There was no Public Forum.

During Board Forum, President Moore welcomed our new superintendent, Dr. Troy Pitsch. Monte Moore reported on the board meeting he recently attended in Oakley at the Northwest Kansas Educational Service Center. Superintendent Pitsch reported he had met with Rev. Gordon Pettibone. Rev. Pettibone’s church will again donate Kleenex to the school, and a key to the church building has been provided if a need would arise. Abby Hisson reported a “Strategic Doing” meeting will be held at 5:30 P.M. on July 13. A representative from the Hansen Foundation will present information, and everyone is encouraged to attend.

The agenda was amended prior to approval--

Add to Consent Agenda Item:

20. Transportation Requests from USD 211

3. Deanna Sumner—student Brady Sumner (grade 11)

Add to Discussion Items:

B. Edwards Scholarship

C. Clean Up Grant

Moved by Dan Grafel and seconded by Abby Hisson to approve the agenda as amended.

MOTION

Adopt
Agenda

Voted on and carried unanimously, 6-0.

Superintendent Pitsch reviewed the end-of-year closing of Fiscal Year 2017 and reported on opening balances for Fiscal Year 2018. (Attachment 7-1)

Consent Agenda Items were reviewed for approval:

*Personnel required by statute

Vickie Lippelmann	Clerk of the Board
Carla Depperschmidt	Deputy Board Clerk
Pam Simonsson	Board Treasurer
KASB Legal Services	Board Attorney

*Agenda form

Annotated agenda form presently in use
Consent Agenda

*Depositories for school funds

The Bank for district’s depository
The Bank for building activity accounts
Allow Superintendent and Clerk to invest idle funds
To not allow pledging of first mortgage real estate for security

*Appoint Vickie Lippelmann as KPERS authorized representative

*Appoint Dr. Troy Pitsch as representative for food service program

*District participation in Federal Programs for 2017-2018 school year

*Appoint Dr. Troy Pitsch as Federal Programs representative

- *Appoint Dr. Troy Pitsch as Freedom of Information Officer
- *Select The Oberlin Herald as official newspaper
- *Approve current textbooks for the 2017-2018 school year
- *Appoint Dr. Troy Pitsch as hearing officer for free/reduced price meals application appeals
- *Appoint Dr. Troy Pitsch as Title VI and Title IX Coordinator
- *Appoint Sheila Jansonius and Brenda Breth as Section 504 Coordinators, with Superintendent Pitsch to oversee all 504 proposals
- *Adopt 1,116 hour calendar
- *Designate Principal Benjamin Jimenez and Principal Troy Pitsch as truancy officers for the District
- *Establish mileage reimbursement rate at 53.5 cents per mile for 2017-2018
- *Participation in the School Food Service Program for 2017-2018
- *Permission to destroy old records from 2011-2012 school year from the DCJ/SHS Office and OES Office (Attachment 7-2)
- *Establish petty cash limits of \$1,000 for the District Office and the DCJ/SHS Office and \$500 for the OES Office
- *Designate Dr. Troy Pitsch as the Homeless Children Coordinator for the district
- *Approve transportation requests from USD 211 for the following:
 - Kortney Poire—student Kynleigh Poire (grade 1)
 - Bradena Stagemeyer—students Cole Stagemeyer (grade 11), Lane Stagemeyer (grade 8), and Tesah Stagemeyer (grade 10)
 - Deanna Sumner—student Brady Sumner (grade 11)
- *Employ Angela Williby as DCJ/SHS assistant cheer coach

Moved by Roger May and seconded by Doug Brown to approve the consent agenda items as presented.

MOTION
Approve Consent
Agenda Items

Voted on and carried unanimously, 6-0.

Moved by Doug Brown and seconded by Roger May to nominate Abby Hissong as President and move that nominations cease and cast a unanimous ballot for Abby Hissong.

MOTION
Nominate
President

Voted on and carried unanimously, 6-0.

Moved by Roger May and seconded by Dan Grafel to nominate Doug Brown as Vice-President and move that nominations cease and cast a unanimous ballot for Doug Brown.

MOTION
Nominate
Vice-President

Voted on and carried unanimously, 6-0.

Moved by Monte Moore and seconded by Roger May to adopt the resolution establishing the board meeting schedule for regular board meetings, conflict meeting date and time, and a second meeting day if needed as the fourth Monday. (Attachment 7-3)

MOTION
Adopt Meeting
Date, Conflict
and Second
Meeting Days

Be it resolved that pursuant to K.S.A. 72-8205, the board of education of USD 294, Decatur County, Kansas, at its regular meeting held on July 10, 2017 establishes the following meeting schedule for regular board of education meetings to be held during the 2017-2018 school year:

Hour of commencing the meeting: 7:30 P.M. (April through October) and
6:30 P.M. (November through March)

Day of the week the meeting will be held: Monday

Week of the month the meeting will be held: Second

Meeting place: Administrative Office, 131 East Commercial, Oberlin, KS 67749

If the established meeting date falls on a Sunday, a legal holiday or a holiday specified by the board of education, such regular meeting will be held on the day following, commencing at the same hour as detailed above.

The board of education may adjourn any regular meeting to another time and place.

Voted on and carried unanimously, 6-0.

Moved by Tucker Woolsey and seconded by Dan Grafel to approve the Special Meeting Waiver form for the 2017-2018 school year. (Attachment 7-4)

MOTION
Approve
Special Meeting
Waiver Form

Voted on and carried unanimously, 6-0.

Moved by Dan Grafel and seconded by Doug Brown to appoint Monte Moore as the representative to the Northwest Kansas Educational Service Center board for 2017-2018.

MOTION
Appoint
NKESC
Representative

Voted on and carried unanimously, 6-0.

Moved by Doug Brown and seconded by Monte Moore to appoint Dan Grafel as the alternate representative to the Northwest Kansas Educational Service Center board for 2017-2018.

MOTION
Appoint
NKESC Alternate
Representative

Voted on and carried unanimously, 6-0.

Moved by Monte Moore and seconded by Roger May to appoint President Abby Hissong and Vice-President Doug Brown to serve on the Bid Committee.

MOTION
Appoint
Bid Committee

This committee is to receive, study and approve all bids, after which, they will make their recommendations to the board.

Voted on and carried unanimously, 6-0.

Moved by Doug Brown and seconded by Monte Moore to appoint Tucker Woolsey and Roger May to the Policy Review Committee for the 2017-2018 school year.

MOTION
Appoint
Policy Review
Committee

Voted on and carried, 6-0.

Moved by Roger May and seconded by Tucker Woolsey to appoint Doug Brown to serve as the board's contact for the Governmental Relations Network for the 2017-2018 school year.

MOTION
Appoint
Contact for
Governmental
Relations Network

Voted on and carried, 6-0.

Moved by Dan Grafel and seconded by Monte Moore to adopt the resolution to rescind policies prior to July 1, 2017 and approve the policy manual for the 2017-2018 school year. (Attachment 7-5)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Moved by Dan Grafel and seconded by Doug Brown to adopt the resolution to approve the policies for the 2017-2018 school year. (Attachment 7-6)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Moved by Roger May and seconded by Dan Grafel to adopt a resolution for waiver from GAAP Accounting Principles and Fixed Asset Accounting for the 2018 fiscal year. (Attachment 7-7)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Moved by Roger May and seconded by Doug Brown to pass a resolution stating the board authorizes the principal at DCJ/SHS to be responsible for the gate receipts at activities for the 2017-2018 school year. (Attachment 7-8)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Moved by Doug Brown and seconded by Tucker Woolsey to authorize building level personnel to be accountable for school activity funds for the 2017-2018 school year. (Attachment 7-9)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Moved by Monte Moore and seconded by Dan Grafel to authorize the superintendent to pay bills which are due outside of the bill cycle by handwritten check, with a limit of \$50,000 per fiscal year. (Attachment 7-10)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Superintendent Pitsch provided information regarding fees and meal prices for the 2017-2018 school year. Following discussion, it is recommended adult breakfast price and lunch meal prices increase by 5 cents for the 2017-2018 school year, and all other fees remain the same.

Preschool textbook rental	\$10.00
K-12 textbook rental	\$25.00
SH Vocational Ag fees	\$10.00
SH Industrial Art fees	\$10.00
SH Art fees	\$10.00
JH Art fees	\$5.00
JH Industrial Art fees	\$10.00
Technology fees (7-12)	\$10.00
Music instrument rental (5-12)	\$20.00
Breakfast (K-6)	\$1.40
Breakfast (7-12)	\$1.40
Breakfast (adult)	\$2.10
Lunch (K-6)	\$2.45
Lunch (7-12)	\$2.75
Lunch (adult)	\$3.60
Extra milk	\$.35
Pre-school milk	\$22.00/year
Second entrée	\$1.00
Activity fee	\$25.00/year
Driver Education fee	\$75.00/year

Moved by Monte Moore and seconded by Tucker Woolsey to approve the fees and meal prices for the 2017-2018 school year as presented and recommended by Superintendent Pitsch.

MOTION
Approve
Fees and Meal
Prices

Voted on and carried unanimously, 6-0.

The board discussed the participating district fee of \$150 with the Northwest Kansas Technology College for the 2017-2018 school year. Following discussion, it is recommended to approve participating.

Moved by Roger May and seconded by Doug Brown to approve the participating district fee of \$150 with the Northwest Kansas Technology College for the 2017-2018 school year.

MOTION
Approve
Participating
District Fee

Voted on and carried unanimously, 6-0.

Superintendent Pitsch reviewed and discussed the updates and changes presented for the OES student and faculty handbooks for the 2017-2018 school year. Recommendation to approve as presented. (Attachment 7-11)

Moved by Dan Grafel and seconded by Monte Moore to approve the updates and changes in the OES faculty handbook for the 2017-2018 school year as presented.

MOTION
Approve
Handbook

Voted on and carried unanimously, 6-0.

Moved by Tucker Woolsey and seconded by Doug Brown to approve the updates and changes in the OES student handbook for the 2017-2018 school year as presented.

MOTION
Approve
Handbook

Voted on and carried unanimously, 6-0.

Moved by Tucker Woolsey and seconded by Doug Brown to adopt the resolution to establish home rule by the USD 294 Board of Education for the 2017-2018 school year. (Attachment 7-12)

MOTION
Adopt
Resolution

Voted on and carried unanimously, 6-0.

Superintendent Pitsch provided information regarding non-federal source contributions to Food Service for the 2017-2018 school year and is requesting board approval to transfer General Fund or Supplemental General Fund money to Food Service.

Moved by Doug Brown and seconded by Monte Moore to approve transferring money from General Fund or Supplemental General Fund to Food Service during the 2017-2018 school year as recommended.

MOTION
Approve
Non-federal
Source
Contributions to
Food Service

Voted on and carried unanimously, 6-0.

The board considered the 2017-2018 Memorandum of Understanding for the Head Start Program with the Northwest Kansas Educational Service Center. (Attachment 7-13) Following discussion, it is recommended to approve the agreement.

Moved by Monte Moore and seconded by Dan Grafel to approve the 2017-2018 Memorandum of Understanding for the Head Start Program with the Northwest Kansas Educational Service Center as presented.

MOTION
Approve
Agreement
with NKESC

Voted on and carried unanimously, 6-0.

Superintendent Pitsch provided information regarding the annual renewal agreement with Colby Community College Department of Nursing for the 2017-2018 school year. This agreement will allow nursing students to come and observe our school health nurse and her duties. (Attachment 7-14) It is recommended to renew the agreement.

Moved by Roger May and seconded by Tucker Woolsey to renew the agreement with the Colby Community College Nursing Department for the 2017-2018 school year as recommended.

MOTION
Renew
Agreement

Voted on and carried unanimously, 6-0.

Jennifer Tally, representative from the Alumni Association, is requesting board permission to hold the 100th Alumni Banquet in May, 2018, at the high school building. Following discussion, it is recommended to approve the request.

Moved by Dan Grafel and seconded by Tucker Woolsey to approve the Alumni Association's request to hold the 100th Alumni Banquet at the high school building in May, 2018, as discussed.

MOTION
Approve
Alumni
Association's
Building Request

Voted on and carried unanimously, 6-0.

Superintendent Pitsch provided information and reviewed a new policy addressing student meal account debt. The policy is presented for first reading. Following discussion, it is recommended to accept the policy for first reading. (Attachment 7-15)

Moved by Dan Grafel and seconded by Monte Moore to accept the new student meal account debt policy for first reading as presented.

MOTION
Accept
New Policy

for First
Reading

Voted on and carried unanimously, 6-0.

Superintendent Pitsch provided information regarding the old football scoreboard. Following discussion, it is recommended to let bids for the scoreboard. Several ideas were discussed using Big Iron and Purple Wave online auction services, place an ad on Nex-Tech Classifieds, and advertise locally for sealed bids. Superintendent Pitsch will research the best avenue to sell the scoreboard.

Moved by Dan Grafel and seconded by Doug Brown to have Superintendent Pitsch research the best way to sell the old football scoreboard and take sealed bids for the item.

MOTION
Sell Old
Football
Scoreboard

Voted on and carried unanimously, 6-0.

Superintendent Pitsch discussed information regarding the January, 2017 preliminary energy analysis report by Energy Solutions Professionals. Following discussion, it is recommended to have Dr. Rose Kane present information at the August board meeting. (Attachment 7-16)

Superintendent Pitsch and the board discussed the Flora Elizabeth Boutz Edwards Scholarship. Following discussion, it is recommended Roger May, Doug Brown, Tucker Woolsey, and Superintendent Pitsch gather investment information options and report at the August board meeting.

Abby Hissong provided information regarding a possible clean up grant available through the Hansen Community Grant. Grant money would be available on a first come, first serve basis. The grant money may be used to help beautify property areas. A possible project could be the old storage house next to the practice football field.

ITEMS FOR FUTURE MEETINGS

- Board goals for 2017-2018
- Budget hearing
- Pre-enrollment numbers
- Negotiations for 2017-2018
- Student meal account debt policy for second reading
- Energy audit presentation

Superintendent Pitsch and Vickie Lippelmann will be attending the KSDE budget workshop on Thursday, July 13, in Oakley.

There will be a special board meeting on July 19th at 7:00 P.M. The purpose of this special meeting is to meet with Gary Sechrist, and he will be assisting the board in developing goals for the 2017-2018 school year.

Moved by Monte Moore and seconded by Dan Grafel to go into a 5 minute executive session for the purpose of discussing matters relating to employer-employee negotiations and return to open session at 8:44 P.M., with Superintendent Pitsch in attendance

MOTION
Executive
Session

Voted on and carried unanimously, 6-0.

(Benjamin Jimenez and Alex Heeger left the meeting at 8:39 P.M.)

President Moore called the meeting back into open session at 8:44 P.M.

Moved by Dan Grafel and seconded by Doug Brown to adjourn the meeting.

MOTION
Adjournment

Voted on and carried unanimously, 6-0.

Meeting adjourned at 8:45 P.M.

Vickie Lippelmann, Clerk, Board of Education

APPROVED: DATE: _____

President, Board of Education