

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
JULY 20, 2010**

MEETING MINUTES

44-001 Call to Order

Jerry Brown called the USD 407 Board of Education organizational meeting to order at 5:31 p.m. at the Central Administration Office. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy and Kevin Ochs. Positions III and VI were vacant due to the land transfer to Sylvan Unified USD 299 effective July 1, 2010.

Administrators present included Superintendent David Couch, Larry Bernard, Kent Michel, and Mark Paul. Albert Linn representing Russell County News was also in attendance.

44-002 Reorganization of the Board of Education

A. Elect a Board President

Jim Cross moved and Tonya Murphy seconded a motion to nominate and elect Jerry Brown as president. Motion carried 5 – 0.

B. Elect a Board Vice-President

Jerry Brown moved and Kevin Ochs seconded a motion to nominate and elect Tonya Murphy as vice-president. Motion carried 5 – 0.

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

President Brown read a resolution to establish meeting dates, time and locations of the regular monthly Board meetings. Jim Cross moved and Tonya Murphy seconded a motion to adopt the resolution as read. Motion carried 5 – 0.

D. Appointment of a Treasurer

Jerry Brown moved and Jim Cross seconded a motion to appoint Vickie Russ as Treasurer. Motion carried 5 – 0.

E. Appointment of the Clerk of the Board and Deputy Clerk

Jerry Brown moved and Jim Cross seconded a motion to appoint Jane Cline as Board Clerk and Kathy Cook as Deputy Clerk. Motion carried 5 – 0.

F. Appointment of the Board Attorney

Membership with Kansas Association of School Boards (KASB) legal services and the availability of the Kansas State Department of Education (KSDE) legal staff allows the district to contact an attorney as needed, so no appointment was recommended at this time.

44-003 Consent Calendar

A. Approval of Agenda

B. Approval of Minutes

- June 21, 2010 – Regular Meeting

C. Examination and Payment of Bills

Jim Cross moved and Jerry Brown seconded a motion to approve the Consent Calendar as presented. Motion carried 5 – 0.

44-004 Reports

- A. President of the Board – No report was given.
- B. Administrators – No reports were given.

44-005 Public Forum

No one addressed the Board under this agenda item.

44-006 Organization of the Board of Education

Superintendent Couch recommended the following appointments:

- A. **Appointment of an authorized representative for the school lunch program**
Leasha Jones, Food Service Coordinator
- B. **Appointment of attendance center principals as employees to report student nonattendance**
Kent Michel - Simpson Elementary School and Bickerdyke Elementary School;
Gaylon Walter - Ruppenthal Middle School; and
Larry Bernard - Russell High School
- C. **Appointment of district representative for Federal Title Programs**
David Couch, Superintendent of Schools - Title 1, Title II-A, Title II-D, and Title IV
- D. **Appointment of district representative for Impact Aid**
David Couch, Superintendent of Schools
- E. **Designation of Depositories**
Sunflower Bank, Russell;
United Missouri Bank, Russell;
United National Bank, Russell;
Gorham State Bank, Gorham and
Wilson State Bank, Russell
- F. **Designation of district KPERS representative**
Vickie Russ, Business Manager
- G. **Designation of representative to authorize early payment of bills to avoid late payment penalty as per K.S.A. 12-105(B)**
David Couch, Superintendent of Schools
- H. **Establish mileage rates for reimbursement**
50 cents per mile which is the rate allowed by the federal income tax
- I. **Establish petty cash limits**
Bickerdyke Elementary School - \$500;
Central Office - \$1,500;

Ruppenthal Middle School - \$1,000;
Russell High School - \$1,500;
Simpson Elementary School - \$500; and
Special Education - \$800

- J. **Appoint Hearing Officer for free and reduced meal application appeals**
David Couch, Superintendent of Schools
- K. **Designate official newspaper**
Russell County News
- L. **Appoint Board member representative to the Smoky Hill Educational Development Center**
Jerry Brown, Board President
- M. **Appoint Coordinator for Section 504, ADA, Title 9, Title 10**
David Couch, Superintendent of Schools
- N. **Appoint designees to handle activity funds as per House Bill 28-02**
Kent Michel, Principal - Simpson Elementary School and Bickerdyke Elementary School;
Gaylon Walter, Principal - Ruppenthal Middle School; and
Larry Bernard, Principal - Russell High School
- O. **Designate a Freedom of Information Officer**
David Couch, Superintendent of Schools
- P. **Appointment of a Governmental Relations Network Contact for KASB**
Mr. Kevin Ochs
- Q. **Adoption of the 1,116 hours school term**

Jerry Brown moved and Jim Cross seconded a motion to approve the appointments for items A – Q as recommended. Motion carried 5 – 0.

44-007 Adopt Home Rule Resolution

President Brown read a resolution to adopt Home Rule that allows the Board to transact all school district business and adopt policies the Board deems appropriate to perform its constitutional duty to maintain, develop and operate local schools.

Jim Cross moved and Tonya Murphy seconded a motion to adopt the resolution as read. Motion carried 5 – 0.

44-008 Annual Waiver of Requirements for Generally Accepted Accounting Principles (GAAP)

The annual GAAP waiver was presented for consideration. Jerry Brown moved and John Fletcher seconded a motion to adopt the GAAP Waiver and prepare the financial statements and reports in conformity with the requirements. Motion carried 5 – 0.

44-009 Consideration of Concrete Bids at Ruppenthal Middle School

Bids were reviewed for concrete work on the north and south sides of RMS to improve parking and safety. Superintendent Couch recommended accepting the low bid from Jacob's

Concrete.

Jim Cross moved and Kevin Ochs seconded a motion to accept the bid from Jacob's Concrete for \$52,200. Motion carried 5 – 0.

44-010 Consideration of Roofing Bids at Russell High School

Superintendent Couch presented bid options from High Plains Roofing to replace the roof on the Practical Arts building on the Russell High School campus. Mr. Couch recommended the Board accept the bids to replace the metal roof and flat roof including Option A on both sections. Total cost of the project is \$99,520.

John Fletcher moved and Jerry Brown seconded a motion to accept the bid. Motion carried 5 – 0.

44-011 Update on Bidding Parking Lot Resurfacing at Russell High School

Discussion was held on the condition of the Russell High School parking lots. Mr. Couch recommended temporarily patching existing potholes and the area damaged as a result of the grain removal. Mr. Couch will be working with the insurance company to determine the district's options in restoring the parking lot. A temporary fix would allow the district time to consult with professionals and explore all options before continuing with a major resurfacing project.

Mr. Couch was directed to draft bid specifications to include both asphalt and concrete options. Mr. Brown requested the entry area around the weight room be included for consideration.

44-012 Budget Workshop

Superintendent Couch detailed the proposed budget for the 2010-2011 school term and reviewed revenue projections for the next three years based on current finance regulations. He reported the budget has been sent to the Kansas State Department of Education for review.

44-013 Permission to Publish the Notice of Hearing for the 2010-2011 Russell County USD 407 Budget

The budget hearing was set for August 16, 2010 at 5:30 p.m. at the Central Administration Office. Mr. Couch requested permission to publish the Notice of Hearing following a response from KSDE. Jerry Brown moved and Jim Cross seconded a motion to publish the Notice of Hearing. Motion carried 5 – 0.

44-014 2010-2011 Teacher Negotiations

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 10 minutes for personnel matters relating to employer/employee negotiations. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Start Time: 6:15 p.m.

End Time: 6:25 p.m.

Open session resumed. Jerry Brown, Kevin Ochs and Jim Cross were appointed to assist Mr. Couch with negotiations.

44-015 Staffing for 2010–2011

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period

of 10 minutes for personnel matters of non-elected personnel. Motion carried 5 – 0. Superintendent Couch and the administrators were invited into executive session.

Start Time: 6:28 p.m.
End Time: 6:38 p.m.

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

Start Time: 6:39 p.m.
End Time: 6:44 p.m.

Open session resumed. No action was taken.

44-016 Retirements, Resignations, and New Contracts

The resignation of Kim Stoppel, 2nd Grade Teacher at Simpson Elementary School, was presented for approval. Mrs. Stoppel also made a formal request for the Board to waive the late fee assessed to resignations submitted after June 15. Mr. Couch recommended the Board accept Mrs. Stoppel's resignation and assess the \$500 penalty.

The following new contracts were presented for approval:

- Alison Ogle – 2nd Grade Teacher @ Simpson Elementary School – \$30,680
- Justin Stevens – Asst. Football Coach @ Ruppenthal Middle School – \$1,227
- Justin Stevens – Asst. Wrestling Coach @ Russell High School – \$1,749

Jim Cross moved and Kevin Ochs seconded a motion to accept the resignation and do not waive the late fee and approve the 3 new contracts as presented. Motion carried 5 – 0.

44-017 Board Forum

Mr. Couch thanked the Board for allowing him to continue to serve as superintendent and expressed gratitude to the administrators for their service to the district.

44-018 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:48 p.m.

Jane M. Cline 08/16/2010
Jane M. Cline, Board Clerk Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
AUGUST 16, 2010**

MEETING MINUTES

44-019 Call to Order

President Jerry Brown called the USD 407 Board of Education regular meeting to order at 5:31 p.m. at the Central Administration Office. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy and Kevin Ochs. Positions III and VI were vacant.

Administrators present included Superintendent David Couch, Larry Bernard, Kent Michel, Mark Paul and Gaylon Walter.

44-020 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - July 20, 2010 – Regular Meeting
- C. Examination and Payment of Bills

Jerry Brown moved and Jim Cross seconded a motion to approve the Consent Calendar as presented. Motion carried 5 – 0.

44-021 Reports

- A. President of the Board – No report was given.
- B. Administrators – Mr. Couch announced that diplomas were awarded to Samantha Forest and McKenzie Caron from Lucas-Luray High School through the Alternative Learning Center. Congratulations were extended to the students and Mrs. Branick for their efforts.

Superintendent Couch reported that he received a check for \$51,750 for damage done to the Russell High School parking lot as a result of the grain elevator accident.

Track maintenance options were discussed and Mr. Couch reported that he and Mr. Paul would work together to prepare bid specifications.

Gaylon Walter briefed the Board on the progress being made with the Ruppenthal Middle School parking project.

Kent Michel thanked the Board for their support in approving sidewalk work at Bickerdyke Elementary School.

Kathy Cook announced all district-level subgroups in special education met adequate yearly progress (AYP) on fiscal year 2010 state assessments. As a district subgroup, students with disabilities showed improvement on reading and math state assessments. Congratulations were extended to the students, staff, parents and administration for their improvement in assessment performance.

Mrs. Cook reported Russell County Schools will destroy Special Education records of all

students who moved, graduated, and/or exited from any special education program prior to and during the 2004-2005 school year. Parents may arrange to pick up records by calling the Special Education office at (785) 483-3226 by September 30, 2010. Individuals 18 years of age or older, unless adjudicated, must request his/her own record. Destruction of these records will begin October 1, 2010.”

44-022 Public Forum

No one addressed the Board under this agenda item.

44-023 2010 – 2011 Budget Hearing

No public comments were offered on the 2010-2011 budget.

44-024 Adoption of the 2010 – 2011 Russell County USD 407 Budget

Superintendent Couch requested approval of the 2010 – 2011 Russell County USD 407 budget as presented during the workshop.

Jim Cross moved and Kevin Ochs seconded a motion to approve the 2010-2011 budget as presented. Motion carried 5 – 0.

44-025 Adoption of Board Vacancy Resolution

Results on the ballot question to go to all at-large membership for the Russell County USD 407 Board of Education passed 1,143 – Yes to 215 – No.

Jerry Brown read a resolution to announce two (2) existing vacancies on the Board of Education and authorized publication of such notices in a newspaper having general circulation in the district. The appointment to fill each vacancy can be done no sooner than fifteen (15) days following publication in the newspaper.

Jim Cross moved and John Fletcher seconded a motion to adopt the Board Vacancy Resolution as read. Motion carried 5 – 0.

44-026 Adoption of Mitigation Plan Resolution

Mr. Couch reported various community groups, USD 407 included, have been working on a mitigation plan for the community's long-term strategy to reduce disaster losses and it was time to support their efforts by adopting a resolution to accept the plan. Jerry Brown read the resolution for the Board's consideration.

Jerry Brown moved and Jim Cross seconded a motion to approve Mitigation Plan Resolution as presented. Motion carried 5 – 0.

44-027 Intent to Apply for Federal Funds Under Part B of the Individuals with Disabilities Education Act (IDEA)

Kathy Cook reported the district will apply for Federal VI-B Individual with Disabilities Education Act (IDEA) funds and the public is allowed to review the application and offer comments prior to submission. Approval of the VI-B application will be requested at the September meeting. No action was taken.

44-028 Permission to Do a Quit Claim Deed for the Storage Shed and Property on the South Side of 8th Street Behind the Self-Storage Facility

Superintendent Couch requested permission to relinquish district property located on the south side of 8th street behind the self-storage facility. With the construction of a new maintenance

shop, the district no longer has use for the property and the previous owners would like to regain control of the property.

Jim Cross moved and Tonya Murphy seconded a motion to grant permission for Mr. Couch to complete a Quit Claim deed to transfer the property on the south side of 8th street behind the storage facility. Motion carried 5 – 0.

44-029 2010-2011 Teacher Negotiations

Superintendent Couch reported the teachers' organization voted to ratify the agreement with the Board for the 2010-2011 school year.

Jerry Brown moved and Kevin Ochs seconded a motion to enter executive session for a period of 5 minutes for matters relating to employer/employee negotiations. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Start Time: 5:51 p.m.
End Time: 5:56 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to ratify the 2010-2011 Master Collective Bargaining Agreement as presented. Motion carried 5 – 0.

44-030 Retirements, Resignations, and New Contracts

(II-DI-AI)

The following resignations were presented for approval:

- Ashley Coker – Head Softball Coach @ Russell High School
- Jodi Radke – Spec. Educ. Paraeducator @ Bickerdyke Elementary School
- Zoe Schroder – Cook @ Ruppenthal Middle School
- Shantae Weigel - Spec. Educ. Paraeducator @ Russell High School

The following new contracts were presented for approval:

- Matthew Cook – Asst. Boys' Basketball @ Russell High School – \$1,749
- Chris Hollen – Asst. Girls' Tennis @ Russell High School - \$1,521

Jerry Brown made a motion to approve the resignations and new contracts. Tonya Murphy seconded the motion. Motion carried 5 – 0.

Mr. Couch then requested permission to hire an assistant for boys' golf at Russell High School and an assistant for wrestling at Ruppenthal Middle School due to participation ratios, supervision concerns and scheduling challenges. Mr. Paul and Mr. Bernard concurred with Mr. Couch's recommendation.

Jerry Brown moved and Tonya Murphy seconded a motion to offer new contracts to Wyatt Frohling as Asst. Boys' Golf Coach at Russell High School and Eli Schmidt as Asst. Wrestling Coach at Ruppenthal Middle School. Motion carried 4 – 1. Jim Cross cast the opposing vote.

44-031 Board Forum

Mr. Couch invited the Board to upcoming inservice activities and stated information will be forthcoming. Mr. Couch expressed interest in continuing the tradition of a welcome luncheon for new teaching staff.

Mr. Cross reported that he had been contacted by a parent about the summer weightlifting

schedule and the limitations set for participation in various time slots. Summer weights officially ended with the start of fall sports practices, but Mr. Paul was directed to provide a schedule prior to the start of the program next summer.

44-032 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:47 p.m.

<i>Jane M. Cline</i>	<i>09/20/2010</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
SEPTEMBER 20, 2010**

MEETING MINUTES

44-033 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 Jim Cross, John Fletcher, Tonya Murphy and Kevin Ochs. Positions III and VI were vacant.

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

44-034 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - August 16, 2010 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Bickerdyke Elementary School
 - McDonalds Classroom Grant to Jaci Feil - \$500
 - Ruppenthal Middle School
 - State of Kansas Division of Wildlife & Parks to OWLS Project (Jim Balthazor) - \$1,000
 - Russell High School
 - Sean Banks Memorial to Russell High School - \$31,535
\$15,000 has been transferred to Russell County Area Community Foundation to establish a scholarship in Sean's name leaving a balance of \$16,535 in the RHS Activity Accounts
 - Special Education
 - Russell Roughriders to Laurie Barney for News-2-U Computer Program - \$280

Jerry Brown moved and Jim Cross seconded a motion to amend the Consent Calendar to include a \$10,000 donation to the Russell High School Band Program and a \$10,000 donation to the Russell High School Theater & Drama Department from an anonymous donor and approve the Consent Calendar as amended. Motion carried 5 – 0.

44-035 Reports

- A. President of the Board – No report was given.
- B. Administrators – Principal, Larry Bernard, commended Mr. Paul for his hosting of the KSHSAA Spirit Spreader. There were nearly 300 students in attendance. The activities association has requested that Russell High School host this event again next fall.

In general, Mr. Bernard commended all Russell High School staff for freshness in the atmosphere this year, which has helped to set a positive demeanor for the entire population

at RHS.

Thank you was expressed by Larry Bernard and Kent Michel to Cory Funk for his endless help in all aspects of the technology field.

Mr. Michel, Principal, reported the new staff at the elementary level have proven to be a tremendous asset and thanked the Board for their support in expanding grades 1 through 4 to four sections per grade level.

Kathy Cook, Special Education Director, congratulated Lori Thornburg for being recognized as one of four data clerks in the state for correctly coding kindergarten special education data during the 2009-2010 school year.

44-036 Public Forum

No one addressed the Board under this agenda item.

44-037 FFA Request to Attend National Convention

Jed Strnad, FFA Advisor, and students requested permission to attend the National FFA Convention October 19-23 in Indianapolis, Indiana. Students presenting information to the Board include Chelsey Hachmeister, Payton Stoppel, Alex Ptacek, and Janna Schulte. The Russell FFA will pay costs of motels, registration, tickets, tour costs, and one meal for students. The FFA Alumni will assist with the cost of fuel. The group also requested the use of two district vehicles to attend the event.

Jim Cross moved and Kevin Ochs seconded a motion to let the FFA group attend the convention using district vehicles. Motion carried 5 – 0.

44-038 Discussion on Filling Vacant Board of Education Positions and Scheduling a Special Meeting for Interviews

Superintendent Couch reported interviews with candidates interested in serving on the Board of Education must be done in open session. Board members agreed to hold a special meeting on October 6th at 5:30 p.m.

44-039 Permission to Accept Proposal for Repair/Replacement of RHS Roof Section D

Mr. Couch requested approval for High Plains Roofing to repair the roof at Russell High School that is noted as Section D on the insurance report. High Plains Roofing is currently completing other roofing projects in the district. A proposal for \$13,840 was presented for consideration.

Jerry Brown moved and Tonya Murphy seconded a motion to accept the proposal and have High Plains Roofing repair the designated area. Motion carried 5 – 0.

44-040 Update on the Maintenance Schedule for the RHS Track

Mark Paul reported the Russell High School track is due for a maintenance cycle to repair cracks that have surfaced and need to be addressed. Mr. Paul indicated the maintenance cycle needs to be completed before the winter season begins so that the track will be functional for the spring season.

He discussed three options available and requested permission to solicit bids.

Option 1: Completely rebuild the track including the asphalt base;

- Option 2: Grind out the composite to the asphalt base in the cracked areas and replace the composite which would include re-spraying and re-stripping the entire track; and
Option 3: Complete Option 2 and level low spots in the track.

Jerry Brown moved and Jim Cross seconded a motion authorizing Mr. Paul to solicit bids for Options 2 and 3 for a track maintenance program and have bids ready for the October 6th special meeting. Motion carried 5 – 0.

- 44-041 Approval of Application for Federal Funds Under Part B of the Individuals with Disabilities Education Act (IDEA) & American Recovery and Reinvestment Act (ARRA)**
Kathy Cook, Special Education Director, reviewed the Federal Funds application and requested approval.

Jerry Brown moved and Jim Cross seconded a motion to approve the application as presented. Motion carried 5 – 0.

- 44-042 Report on Russell USD 407's Schools on Making Adequate Yearly Progress (AYP)**
Superintendent Couch reported the district and each school individually made Adequate Yearly Progress. AYP is based on performance on state assessments, attendance rates, and graduation rates. This earns the schools full accreditation by the Kansas State Department of Education. Congratulations were extended to staff and students for their accomplishments.

- 44-043 Un-audited Enrollment Numbers for the Official September 20 Count Date**
Mr. Couch reported September 20th is the official count date for state funding and shared the district enrollment summary. He reported the un-audited enrollment is around 821 full-time equivalent students which is approximately 30 students less than the projected enrollment figure used for 2010-2011.

Mr. Couch also shared proposed legislation known as the *Relevant Efficient Academic Learning Education Act (REAL)* which changes how enrollment weighting and alternate school students are calculated in relation to State fund allocations.

- 44-044 Retirements, Resignations, and New Contracts**

The following resignation was presented for approval:

- Debbie Stoppel – Special Education Paraeducator @ Ruppenthal Middle School

The following new contracts were presented for approval:

- Lyndel Adams – Title I Paraeducator @ Simpson Elementary School – Level Para1/Step 11 - \$9.95 per hour
- Lyndel Adams – Lunchroom Supervisor @ Simpson Elementary School - \$720
- Lyndel Adams – Playground Supervisor @ Simpson Elementary School - \$680
- Kathleen Foster – Cook @ Ruppenthal Middle School – C1/S1 - \$9.10 per hour
- Sommer Morgenstern – Special Education Paraeducator @ Russell High School - Level Para1/Step 1 - \$8.95
- Colleen Paine – Title I Paraeducator @ Bickerdyke Elementary School – Level Para1/Step 1 - \$8.95 per hour
- Penny Riedel – Special Education Paraeducator @ Bickerdyke Elementary School Level Para1/Step 1 - \$8.95 per hour
- Erin Stevenson – Special Education Paraeducator @ Russell High School – Level Para1/Step 2 - \$9.05 per hour
- Heather White – Special Education Paraeducator @ Preschool Level Para1/Step 1 - \$8.95

per hour

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

44-045 Board Forum

Mr. Couch indicated the Facilities Use study will reconvene once a full board is seated.

Mr. Bernard reported the music department is in the early planning stages of scheduling a non-performance trip to New York. Representatives from the group are planning to attend the October meeting to provide a formal presentation.

Consensus of the Board was that all organizations need to be reminded to use proper channels when planning events. The Board of Education and administrators need to be notified prior to sending out information to the public.

Jerry Brown requested a task force be convened to brainstorm ideas to limit the amount of fundraising done by various student groups as the community is flooded with donation requests. Thoughts shared were to collectively work as one unit to raise additional funds needed to support student activities and have the task force disburse the funds to the various organizations.

Mrs. Murphy asked about the repair status of the football scoreboard. Mr. Paul reported the processor has been sent in for repairs with little success of finding the source of the problem, but a solution is still being pursued. Mr. Paul reported the Coke contract is about to expire and consideration should be given to replacing the scoreboard. Jerry Brown directed Mr. Paul to begin checking prices for a new scoreboard and make contact with Coke, Pepsi, and other vendors about the possibility of replacing the scoreboard.

44-046 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 5 – 0.

Time: 6:27 p.m.

Jane M. Cline 10/18/2010
Jane M. Cline, Board Clerk Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
OCTOBER 6, 2010**

MEETING MINUTES

44-047 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, Tonya Murphy and Kevin Ochs. Jim Cross was absent and Positions III and VI were vacant.

Others in attendance included Superintendent David Couch, Albert Linn, and Jon Quinday.

44-048 Board of Education Interviews

Interviews were conducted in open session with candidates interested in serving on the Board of Education to fill the vacancies created by the land transfer to Sylvan Unified on July 1, 2010. Jon Quinday, Katya Nuss, and Kalen Deines submitted applications for consideration.

- 5:31 p.m. Jon Quinday's interview began.
- 5:34 p.m. Alex Underwood entered the meeting.
- 5:42 p.m. Jon Quinday's interview concluded at which time he exited the meeting.
- 5:44 p.m. Katya Nuss arrived and interview proceedings continued.
- 6:00 p.m. Katya Nuss' interview concluded and she exited the meeting.
- 6:01 p.m. Kalen Deines arrived and interview proceedings continued.
- 6:23 p.m. Kalen Deines' interview concluded and he exited the meeting.

No action was taken.

44-049 Consideration of Music Students Trip to New York – Alex Underwood

Alex Underwood, Vocal Music Instructor, outlined the itinerary of a proposed trip for the Russell High School Music Department to New York and requested the Board's permission to proceed with the plans. Discussion was held on the costs involved with the excursion and opportunities available to students to raise the needed funds.

Mr. Underwood reported this would be a non-performance trip scheduled for March 24 – 27, 2011. The time period encompasses the later portion of Spring Break, but Mr. Underwood requested that individuals involved with the trip be excused from attending classes on March 28th due to the late return. Superintendent Couch recommended approval of the trip.

6:25 p.m. Larry Bernard and Mark Paul entered the meeting.

Jerry Brown moved and Tonya Murphy seconded a motion to approve the trip set up by Mr. Underwood and Mrs. Dawson to New York City. Motion carried 4 – 0.

6:34 p.m. Mr. Underwood exited the meeting.

44-050 Consideration of Bids for Maintenance on Russell High School Track

Track maintenance bids were reviewed. Mr. Couch, Mr. Bernard, and Mr. Paul concurred with

the recommendation to accept the low bid from Vibra-Whirl, Ltd. and perform maintenance on the track as outlined in Bid #1 specifications.

Jerry Brown moved and John Fletcher seconded a motion to accept Bid #1 from Vibra-Whirl, Ltd. in the amount of \$21,350. Motion carried 4 – 0.

44-051 Retirements, Resignations, and New Contracts

Mr. Couch presented the following new contract for approval:

- James Paine – Special Education Paraeducator @ Ruppenthal Middle School - \$8.95 per hour

Jerry Brown moved and Kevin Ochs seconded a motion to approve the new contract as presented. Motion carried 4 – 0.

44-052 Adjournment

Jerry Brown moved and John Fletcher seconded a motion to adjourn. Motion carried 4 – 0.

Time: 6:43 p.m.

<i>Jane M. Cline</i>	<i>10/18/2010</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
OCTOBER 18, 2010**

MEETING MINUTES

44-053 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 Jim Cross, John Fletcher, and Kevin Ochs. Tonya Murphy was absent and Positions III and VI were vacant.

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

44-054 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - September 20, 2010 – Regular Meeting
 - October 6, 2010 – Special Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Bickerdyke Elementary School
 - Target Shopping Incentive Program - \$117.33
 - Parent/Teacher Organization to Sherry Homeier (Classroom Grant) - \$200
 - Ruppenthal Middle School
 - Anonymous Donor to Bronco Pride - \$250
 - Nancy Holland to Science Olympiad - \$600
 - Russell High School
 - Sean Banks Memorial - \$575

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

44-055 Reports

- A. President of the Board – No Report was given.
- B. Administrators – Superintendent Couch congratulated students and staff for their performance on the State Assessment tests taken during the 2009-2010 school year.

Mr. Walter thanked Mr. Couch and the Board of Education for allowing district teachers to attend the inservice activities conducted by Dr. Marcia Tate on classroom management/teaching techniques. Consensus of the staff was that the program was very beneficial.

Larry Bernard reported Kaitlyn Walker finished 5th and Tori Ptacek finished 27th in the State Golf tournament.

44-056 Public Forum

No one addressed the Board under this agenda item.

44-057 Presentation on Savings Using the EPM Computerized Temperature Controls

Ben Trout, Sr. presented the first year's savings generated following the installation of the computerized temperature control systems. The average utility cost savings for the Russell facilities was 22%, and the average energy reduction was 25%.

44-058 Setting a Date and Time for a Special Meeting to Consider Appointing Board Members to Fill the Two Vacant Positions

Mr. Couch recommended that a special meeting be scheduled when all five of the current board members could be in attendance to fill the existing vacancies.

Jerry Brown moved and Kevin Ochs seconded a motion to have a special meeting on October 21, 2010, at 12:00 noon. Motion carried 4 – 0.

44-059 Discussion of Changes in Vending Machine Rules

Superintendent Couch shared the new regulations governing vending machines in the school environment and stated changes were made to follow the law. The State of Kansas recently adopted the "exemplary" level of the PreK-12 Wellness Policy Guidelines which limits foods of minimal nutritional value. Administrators reported vending machines no longer contain candy or carbonated beverages.

44-060 Report Concerning Enrollment and Budget Figures from the Superintendent's Organizational Report

Mr. Couch reviewed the Superintendent's Organization Report (SO66) revealing that information from this report provides enrollment, weightings and budget figures for the 2010-2011 school term.

44-061 Discussion of State Course Codes

Mr. Couch reported additional requirements have been implemented with the Kansas Information Data System (KIDS) reporting mandate. The district is now required to match local courses to state defined courses and upload data about which classes each teacher is teaching and which classes each student is enrolled in. At the end of the year, an additional report will need to be filed containing each student's final grade and/or percent for each enrollment. Information generated from these data transmissions will allow the State to monitor student performance and link teacher endorsements to classes being taught.

44-062 State Finance Predictions

Mr. Couch shared information he recently received while attending a KASB School Finance workshop. Budget projections, funding challenges, state general fund receipts/expenditures and unemployment rates were examined.

44-063 Retirements, Resignations, and New Contracts

Mr. Couch recommended the following contract for approval:

- Jennifer Redenius – Head Softball Coach @ Russell High School - \$2,281

Jim Cross moved and John Fletcher seconded a motion to approve the new contract as presented by Mr. Couch. Motion carried 4 – 0.

44-064 Board Forum

Superintendent Couch thanked Board candidates Jon Quinday and Kalen Deines for taking an interest and attending the meeting.

Jerry Brown requested the Facilities Use Committee be reconvened and suggested the team begin developing a long range plan to manage facilities and expected budget shortfalls.

44-065 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 4 – 0.

Time: 6:16 p.m.

<i>Jane M. Cline</i>	<i>11/22/2010</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
OCTOBER 21, 2010**

MEETING MINUTES

44-066 Call to Order

President Jerry Brown called the USD 407 Board of Education special meeting to order at 12:00 p.m. at the Central Administration Office. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy and Kevin Ochs. Positions III and VI were vacant.

Administrators in attendance included Superintendent David Couch and Kathy Cook. Jon Quinday and Katya Nuss were also present for the meeting.

44-067 Appointment of Board of Education Members

Jerry Brown moved and Jim Cross seconded a motion to appoint Jon Quinday to Position III on the Board of Education. Motion carried 5 – 0.

Jerry Brown moved and Tonya Murphy seconded a motion to appoint Katya Nuss to Position VI on the Board of Education. Motion carried 4 – 1. Jim Cross abstained from voting.

Superintendent Couch reviewed guidelines for the April 2011 election.

44-068 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 5 – 0.

Time: 12:05 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

11/22/2010

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
NOVEMBER 22, 2010**

MEETING MINUTES

44-069 Call to Order

President Jerry Brown called the USD 407 Board of Education regular meeting to order at 5:00 p.m. at the Central Administration Office. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy, Katy Nuss, Kevin Ochs and Jon Quinday.

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

44-070 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - October 18, 2010 – Regular Meeting
 - October 21, 2010 – Special Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Simpson Elementary School
 - Elementary PTO - Entire Set of Reading Rainbow DVD's - \$2,500
 - Elementary PTO - Classroom Grants to Teachers - \$100 per teacher upon completion of grant application and proposal presentation
 - Elementary PTO – Student Assemblies provided by Hays Arts Council - \$300
 - Bickerdyke Elementary School
 - Elementary PTO - Science Kits for 3rd Grade, Books for the Library, Novel Sets for 5th Grade - \$2,500
 - Elementary PTO - Classroom Grants to Teachers - \$100 per teacher upon completion of grant application and proposal presentation
 - Elementary PTO – Student Assemblies provided by Hays Arts Council - \$300

Jerry Brown moved and Jim Cross seconded a motion to approve the consent calendar as presented. Motion carried 7 – 0.

44-071 Reports

- A. President of the Board – No report was given.
- B. Administrators – Kent Michel recognized Lori Davidson and vocal students Garrett Reilly, Gage Brown, Katherine Krauss and Rylee Mooney for being selected to the Kansas State Honor Choir.

Mr. Bernard congratulated the following athletes for receiving All-League honors:

1st Team Football

Nash Karst – Defensive Back; Ryan Zachman – Running Back, Linebacker; and Brady Ruggels – Tight End, Defensive Lineman

2nd Team Football

Jesse Boomhower – Offensive Lineman; Brennan Walter – Offensive Lineman; Nash Karst – Running Back; and Danny Oste – Defensive Back

2nd Team Volleyball – Amber Zvolanek

Larry Bernard commended Alex Underwood and the musical cast of “Into The Woods” for their performance. Congratulations were also extended to Mr. Underwood for having 32 out of 34 nominees selected for KMEA State Honor Choir.

Patrick Barney was recognized for his management of the German Exchange Program which hosted 10 students and 2 adults from November 13-20.

44-072 Public Forum

No one addressed the Board under this agenda item.

44-073 Russell FFA – Report on National Convention

Jed Strnad and several FFA students shared highlights from their trip to the National Convention and thanked the Board for their support. Students addressing the Board included Matthew Langhofer, Alexandra Ptacek, Paxton Pospichal, and Jaymee Haberer. Alexandra presented the FFA Creed. Mr. Strnad updated the Board on events and accomplishments of the organization since last spring. Superintendent Couch commended Mr. Strnad for his leadership.

44-074 ACT Scores Update – Mr. Zachman

Dave Zachman, Counselor at Russell High School, provided detailed results for students who took the ACT during the 2009-10 school year. A five-year comparison was also included for the Board’s review.

44-075 Consideration of Field Trip Policy

Superintendent Couch requested Board input on the sample Field Trip policies presented for consideration. Results from discussions held with the administrative team and site councils will be compiled and provided for future deliberation. No action was taken.

44-076 Consideration of Fund Raising Policy

Mr. Couch shared information from various sources regarding fund raising policies and invited the Board to make recommendations for changes. As with the field trip policies, action is pending input from the administrative team and site councils.

Mr. Paul asked for direction in obtaining corporate sponsors to provide programs and t-shirts for the upcoming Amos Morris/George Stephens Basketball Tournament. Discussion was held on tournament revenue and expenses. Mr. Paul was asked to research the cost of advertising and report back to the Board. The recommendation from the Board was that Mr. Paul not solicit donations from businesses to help pay for t-shirts.

Mr. Paul was directed to contact coaches and ask them to get quotes from local businesses when making purchases.

44-077 Report on the State Legislature’s Interim Education Committee Meeting

Mr. Couch reviewed proposals from the Special Committee on Education, Legislative Education Planning Committee, and the Special Committee on Assessment and Taxation for changes to the budget formula. The expected impact on district allocations was also noted.

44-078 Update on School Finance

Superintendent Couch shared variations of where the district could be headed financially depending on student enrollment and proposed action by the legislature. Information was presented with no action taken.

44-079 Facilities Use Study

Superintendent Couch recommended the Facilities Use Study be realigned to be a General Study to outline long and short term goals for the district to address expected funding losses. Mr. Couch outlined a number of topics to consider during the planning sessions without advocating any specific item on the list. General consensus of the Board was to allocate time during the next several meetings to begin discussions.

44-080 Retirements, Resignations, and New Contracts

Mr. Couch recommended approval of the following contract:

- Danielle Bachman – Special Education Paraeducator @ Ruppenthal Middle School – Para1/Step 3 - \$9.15 per hour

Jerry Brown moved and Jim Cross seconded a motion to approve the new contract as presented. Motion carried 7 – 0.

44-081 Board Forum

No discussion was held under this agenda item.

44-082 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 6:15 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

12/20/2010

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
DECEMBER 20, 2010**

MEETING MINUTES

44-083 Call to Order

President Jerry Brown called the USD 407 Board of Education regular meeting to order at 5:30 p.m. at Russell High School. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy, Katy Nuss, Kevin Ochs and Jon Quinday.

Administrators in attendance included Superintendent David Couch, Larry Bernard, Kathy Cook, Mark Paul and Gaylon Walter. Kent Michel joined the meeting at 5:58 p.m. Guests in the audience signed an attendance roster.

Jerry Brown moved and Jim Cross seconded a motion to amend the agenda to include item 44-089A – Approval of the Technology Plan for 2011-2014. Motion carried 7 – 0.

44-084 Building Tour – Russell High School

Larry Bernard, Principal, hosted a tour of Russell High School.

Jerry Brown moved and Kevin Ochs seconded a motion to adjourn the meeting and reconvene at Ruppenthal Middle School at 6:35 p.m. Motion carried 7 – 0.

Time: 6:30 p.m.

President Brown reconvened the meeting at Ruppenthal Middle School at 6:35 p.m. with all members present except Mr. Quinday who arrived at 6:36 p.m.

44-085 Building Tour – Ruppenthal Middle School

Gaylon Walter, Principal, hosted a tour of Ruppenthal Middle School.

Jerry Brown moved and Kevin Ochs seconded a motion to adjourn the meeting and reconvene at the Central Administration Office at 7:05 p.m. Motion carried 7 – 0.

Time: 7:01 p.m.

President Brown reconvened the meeting at the Central Administration Office at 7:12 p.m. with all Board members present.

44-086 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - November 22, 2010 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Ruppenthal Middle School
 - \$50 - Jacqueline Counts to RMS Counts After School Program
 - \$100 - ESC Electric, Eric Cline to Bronco Pride
 - \$100 - John O. Farmer, IV to Bronco Pride

- \$20 - Anonymous Donor to Music Fund Raiser
- \$160 – Greater Salina Community Foundation for Boys Basketball Shoes
- Russell High School
 - \$4,260 - Bob Popp Memorial

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

44-087 Reports

A. President of the Board – No report was given.

B. Administrators – Larry Bernard congratulated Jane Wagner and her yearbook staff for earning State honors in Yearbook Design for 2009-2010.

Kent Michel congratulated Talley Hickman for being selected as Northwest Region KMEA Elementary Music Teacher of the Year.

Tonya Murphy recognized David Couch for being selected as Northwest Region KMEA Honored Educator for 2010-2011.

44-088 Public Forum

No one addressed the Board under this agenda item.

44-089 Requests by the RHS Foreign Language Departments for Approval of Trips Abroad

Richard Dorzweiler, RHS Spanish teacher, requested permission for the Spanish students to travel to Spain March 14-21, 2011. Mr. Dorzweiler explained the trip was rescheduled to accommodate conflicts with the Music Trip as some students were booked on both excursions.

Patrick Barney, RHS German teacher, outlined the German exchange program with a school from Duisburg, Germany and requested permission for the Russell students to travel abroad March 17-27, 2011.

Superintendent Couch recommended approval of both requests. Jerry Brown moved and Jon Quinday seconded a motion to approve both trip requests. Motion carried 7 – 0.

44-089A Approval of the Technology Plan for 2011-2014

Superintendent Couch presented the Technology Plan for 2011–2014 and stated Board approval is needed before the district can apply for E-rate funding. Mr. Couch reported the plan could be revised as needed to meet district needs.

John Fletcher moved and Jim Cross seconded a motion to approve the Technology Plan as presented. Motion carried 7 – 0.

44-090 2011 - 2012 District Calendar

Mr. Couch asked the Board to review the proposed calendar for the 2011-2012 school year and offer any comments before final approval at the January meeting. Brief discussions were held regarding student attendance on Veteran’s Day, inservice days and middle school promotion. Members were encouraged to contact Mr. Couch with concerns about the calendar. No action was taken.

44-091 8th Grade Promotion – Ruppenthal Middle School

Mr. Walter requested permission to reschedule 8th grade promotion to the last full day of

school which is May 19, 2011. Mr. Walter reported the students and site council also expressed an interest in relocating the event to the RMS Auditorium for an evening ceremony. Mr. Walter stated the schedule change is needed to comply with student attendance requirements outlined by the State of Kansas.

Jerry Brown moved and Jim Cross seconded a motion to move 8th grade promotion to May 19, 2011 at 6:30 p.m. at the RMS auditorium. Motion carried 7 – 0.

44-092 Request from Mr. Paul to Solicit Funds for Replacing the RHS Gym Floor

Mark Paul, Activities Director, requested permission to solicit bids to replace the gym floor including the sleeper system below the wood at Russell High School. Mr. Paul also indicated that some patrons expressed an interest in assisting with the project and requested permission to seek private funding.

Kevin Ochs moved and Jim Cross seconded a motion to allow Mr. Paul to solicit bids for the replacement of the RHS gym floor. Motion carried 7 – 0.

Direction was given to Mr. Paul to specify a timeline for acceptance of the bids in his specifications for the project.

Jon Quinday moved and Jim Cross seconded a motion to allow Mr. Paul to solicit private funds to replace the gym floor. Motion carried 7 – 0.

44-093 Superintendent Evaluation

Mr. Couch asked if the Board would prefer a subjective rating scale or the discussion method to complete his evaluation. Discussion method was the option used over the last several years and requested again by Mr. Couch. The Board concurred with the discussion option and requested an executive session be scheduled in January.

44-094 Teacher Negotiations 2011 - 2012

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 10 minutes for matters relating to employer/employee negotiations. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:47 p.m.
End Time: 7:57 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 5 minutes relating to employer/employee negotiations. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:58 p.m.
End Time: 8:03 p.m.

Open session resumed with no action being taken.

44-095 Staffing 2011 - 2012

Jerry Brown moved and Jim Cross 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 and the administrative team were invited into executive session.

Start Time: 8:05 p.m.

End Time: 8:20 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes relating to personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch and the administrative team were invited into executive session.

Start Time: 8:21 p.m.

End Time: 8:31 p.m.

Open session resumed with no action being taken.

44-096 Retirements, Resignations, and New Contracts

The following resignations were presented for approval:

- Sarah Rabas – Cheerleader Sponsor @ Russell High School
- Shara Neidenthal – Asst. Softball @ Russell High School

Mr. Couch recommended the following new contracts for approval:

- Brad Hill – Asst. Boys Basketball Coach @ Russell High School – \$1,806
- Sarah Rhodes – Cheerleader Sponsor @ Russell High School – \$730

Jerry Brown moved and John Fletcher seconded a motion to approve the resignations and new contracts as presented. Motion carried 7 – 0.

44-097 District Planning Committee Discussions

Preliminary discussions were held on which direction the Board would like to pursue to address expected revenue losses. Conversations included the topics of attrition, number of sections for elective classes, grade alignment in existing facilities, online courses, student-teacher ratios, school visitations, construction of a new facility and whether grant monies were available for new construction.

Superintendent Couch reported schools should expect a \$66 cut to the base state aid in January 2011 with additional cuts projected for fiscal year 2011. No action was taken.

44-098 Board Forum

Mr. Couch was congratulated for receiving recognition as an Honored Educator at KMEA.

Discussion was held on the Dress Code Policy for the district and whether it applied to school functions outside of the regular school day. Review of the policy indicates the dress code applies to both the school day and school functions.

44-099 Adjournment

John Fletcher moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 9:48 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

01/17/2011

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
JANUARY 17, 2011**

MEETING MINUTES

44-100 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 Jim Cross, John Fletcher, Tonya Murphy, Kevin Ochs and Jon Quinday. Katy Nuss was absent.

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

44-101 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - December 20, 2010 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Russell County USD 407
 - \$500 – Insurance Planning, Inc.

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

44-102 Reports

- A. President of the Board – No report was given.
- B. Administrators – Principal Larry Bernard congratulated Daniel and Nathan Barney for competing at the 4A State Debate tournament and finishing one place away from the medal round. Mr. Paul was congratulated for securing the 4A Regional Scholar’s Bowl competition.

44-103 Public Forum

No one addressed the Board under this agenda item.

44-104 2009-2010 USD 407 Audit Report – Gudenkauf and Malone, Inc.

On behalf of Gudenkauf and Malone, Pam Gudenkauf presented the 2009-2010 local audit report. Mrs. Gudenkauf reviewed procedures used to complete the audit, financial statements, and findings discovered during the audit.

Jerry Brown moved and Jon Quinday seconded a motion to accept the 2009-2010 Audit Report as presented by Gudenkauf and Malone, Inc. Motion carried 6 – 0.

44-105 2011 - 2012 District Calendar

Review of the calendar revealed the dates for the parent-teacher conferences for the middle school and high school are incorrect and should be October 24 & 25, 2011. Mr. Couch

requested the end of the 3rd quarter be moved from March 16 to March 9 which would make the last two grading quarters more equal in length.

Kevin Ochs moved and John Fletcher seconded a motion to accept the 2011-2012 calendar with changes noted for the parent-teacher conference dates and the end of the 3rd quarter. Motion carried 6 – 0.

44-106 Consideration of Revision of the Cell Phone Policy

Russell High School requested a change in the current cell phone policy to allow students to use cell phones during passing periods and over the lunch hour. The change in policy was requested for high school students only and would not affect students at the elementary or middle school levels. Mr. Couch presented an alternate policy for the Board's consideration.

Mrs. Murphy expressed concern with the change in policy. Discussion followed on the need to evolve with current technology and teach students responsibility and proper etiquette in cell phone use.

Jerry Brown moved and Kevin Ochs seconded a motion to rescind the current policy and adopt the new policy allowing RHS students to use cell phones before school, during lunch, and during passing periods for 30 days. Motion passed 4 -2 with Jim Cross and Tonya Murphy opposing the policy change.

44-107 Review of the Dress Code Policy

Discussion was held on the district's Dress Code Policy and the reality of being able to enforce the policy as it currently exists during extra-curricular activities. Consensus of the Board and the administrative team was to revise the policy to make it easier to enforce and bring the proposal back for consideration.

44-108 Approval to Apply for a Grant to Update the RHS ITV Classroom

Mr. Couch reported grant funds exist to update the ITV classroom equipment at Russell High School and he is researching the details, but the Board will need to decide what to do about the matching funds requirement. The equipment at RHS functions but is end-of-the-line and will be outdated soon. A cost estimate of \$38,051.53 from Cytek Media to upgrade the equipment was shared.

Jim Cross moved and Tonya Murphy seconded a motion for Mr. Couch to apply for a grant to update the RHS ITV classroom equipment. Motion carried 6 – 0.

44-109 Limited Use of PowerSchool by Board Members

Mr. Couch reported each Board member has been given restricted access in PowerSchool to view current data including: total district enrollment, each school's individual enrollment, and teacher schedules. He gave a brief demonstration on how to logon and navigate in PowerSchool.

44-110 Superintendent Evaluation & Contract

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0.

Start Time: 6:22 p.m.
End Time: 6:32 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 15 minutes relating to personnel matters of non-elected personnel. Motion carried 6 – 0.

Start Time: 6:34 p.m.
6:43 p.m. Superintendent Couch was invited into executive session.
End Time: 6:49 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes relating to personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 6:50 p.m.
End Time: 7:00 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to add one (1) additional year to Superintendent Couch's current contract. Motion carried 6 – 0.

44-111 Teacher Negotiations 2011 - 2012

Jerry Brown moved and Jim Cross 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 executive session.

Start Time: 7:02 p.m.
End Time: 7:12 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes relating to employer/employee negotiations. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:14 p.m.
End Time: 7:24 p.m.

Open session resumed with no action being taken.

44-112 Update on the Latest K-12 Funding Information for 2010-11 and 2011-12

Superintendent Couch summarized the Governor's budget proposal and the effect it would have on district financing through the 2012-2013 school term.

44-113 Retirements, Resignations, and New Contracts

The following resignations were presented for approval:

- Lois DeWald – Title 1 Paraeducator @ Bickerdyke Elementary School
- Mary Hite – Head Custodian @ Bickerdyke Elementary School

Mr. Couch recommended the following new contract for approval:

- Heather White – Special Education Paraeducator @ Head Start - \$8.95 per hour/10 hours week

John Fletcher moved and Jon Quinday seconded a motion to approve the resignations and new contract as presented. Motion carried 6 – 0.

44-114 Board Forum

No discussion under this agenda item.

44-115 Adjournment

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

Time: 7:45 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

02/21/2011

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
FEBRUARY 21, 2011**

MEETING MINUTES

44-116 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 Jim Cross, John Fletcher, Tonya Murphy, Katy Nuss, Kevin Ochs and Jon Quinday.

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

44-117 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - January 17, 2011 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Russell High School - \$175 to Bob Popp Memorial (several small donations)

Jerry Brown moved and Jim Cross seconded a motion to approve the consent calendar as presented. Motion carried 7 – 0.

44-118 Reports

- A. President of the Board – No report was given.
- B. Administrators – Gaylon Walter congratulated the Ruppenthal Middle School Quiz Bowl team and Mrs. Balthazor for their efforts. Mr. Walter reported the wrestling squad is off to an excellent start.

Kent Michel recognized award winners for the Conservation Poster and Limerick contest.

Kathy Cook recognized Holly Lueth for providing Non-Violent Crisis Intervention training to Ruppenthal staff during inservice activities.

Larry Bernard recognized Alex Underwood for his work in preparing the music students for their recent performance. Congratulations were extended to Blaine Maier and the Scholar's Bowl squad; Steve Kaufman and the Science Olympiad team; Coach Wyatt Frohling, Nash Karst, Nick Sells, and Chance Pitcock for their State qualification performances.

- C. Site Council – On behalf of Russell High School's site council, Marcie Berens gave a brief report on activities undertaken by the group.

44-119 Public Forum

No one addressed the Board under this agenda item.

44-120 Consideration of Making the New Cell Phone Policy Permanent

Discussion was held on permanently adopting the cell phone policy that was revised during the January meeting on a 30-day trial period allowing Russell High School students to use cell

phones before school, after school, during passing periods and during the lunch period. Superintendent Couch recommended permanently adopting the policy revision and Mr. Bernard concurred.

Tonya Murphy expressed concern with allowing students to use their cell phones during the passing periods creating undue distractions. Mrs. Murphy affirmed the need to focus on education.

Jerry Brown moved and John Fletcher seconded a motion to adopt the revised cell phone policy as permanent. Motion carried 4 – 3. Tonya Murphy, Jim Cross and Katy Nuss cast the opposing votes.

44-121 Consideration of Hiring an Architect to Oversee the Proposed RHS Gym Project

Permission was sought to employ an architect to oversee the replacement of the Russell High School gym floor. Mr. Couch stated a project of this magnitude needs expertise in drafting specifications and monitoring work completion.

John Fletcher moved and Jim Cross seconded a motion hire Horst, Terrill & Karst, P.A. to oversee the gym floor project. Motion carried 7 – 0.

44-122 Permission to Bid Replacement of the Russell High School Parking Lots

Mr. Couch requested permission to solicit bids to replace the Russell High School parking lots. Alternate bids will be solicited for concrete and asphalt with the project broken down into numerous sections.

Jerry Brown moved and Jim Cross seconded a motion to authorize Mr. Couch and Mr. Bernard to solicit bids to replace Russell High School parking in sections. Motion carried 7 – 0.

44-123 Information Regarding Upcoming Board Elections

Superintendent Couch reviewed filings for the April election.

Filing for the 4-Year Positions with 4 positions to be elected:

- Tonya Murphy – incumbent Position 1
- John Fletcher – incumbent Position 2
- Jon Quinday – incumbent Position 3
- Jerry Brown – incumbent Position 7
- Kelly Clark
- Kalen Deines

Filing for the 2-Year Position:

- Katy Nuss – incumbent Position 6

Board members not up for election, with two years remaining on their current terms are:

- Kevin Ochs – Position 4
- Jim Cross – Position 5

44-124 Report on the USD 407 State Audit

Results from the 2010-2011 State Audit were reviewed and Mr. Couch noted the district gained 17.9 FTE compared to the projected enrollment used to set the budget.

44-125 Permission to Republish the Russell County USD 407 2010-2011 Budget

Mr. Couch reported the legislature is deadlocked on funding so it is undetermined at this time whether the district could benefit from republishing the 2010-2011 budget. Mr. Couch stated that republishing results in more state aid and does not impact local taxes.

Tonya Murphy moved and Jim Cross seconded a motion to give Mr. Couch permission to republish the Russell County USD 407 2010-2011 Budget if republishing will result in more revenue after the state sets the final Base State Aid Per Pupil for the 2010-2011 fiscal year. Motion carried 7 – 0.

44-126 Update on the Budget and Projections for the 2011-2012 Fiscal Year

Superintendent Couch shared enrollment projections for the 2011-2012 school term and the effect it would have on funding. Mr. Couch reported the district should prepare for a \$725,000 loss in funding for 2011-2012 if the base state aid were reduced to \$3,780.

44-127 2011-2012 Teacher Negotiations

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 15 minutes for matters relating to employer/employee negotiations. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

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

Open session resumed with no action being taken.

44-128 2011-2012 Staffing Considerations

Jerry Brown moved and Jon Quinday 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.

Start Time: 6:44 p.m.
End Time: 6:59 p.m.

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

Start Time: 7:03 p.m.
End Time: 7:08 p.m.

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

Start Time: 7:10 p.m.
End Time: 7:15 p.m.

Open session resumed. Jerry Brown moved and Jon Quinday seconded a motion to re-enter executive session for a period of 10 minutes relating to personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:18 p.m.
End Time: 7:28 p.m.

Open session resumed with no action being taken.

44-129 Administrators' and Directors' Evaluations and Contracts

Jerry Brown moved and Jon Quinday 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.

Start Time: 7:29 p.m.
End Time: 7:44 p.m.

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

Start Time: 7:45 p.m.
End Time: 7:50 p.m.

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

Start Time: 7:51 p.m.
End Time: 7:56 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes relating to personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch and Larry Bernard were invited into executive session.

Start Time: 7:59 p.m.
End Time: 8:09 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 5 minutes relating to personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch and Larry Bernard were invited into executive session.

Start Time: 8:10 p.m.
8:14 p.m. Larry Bernard exited executive session.
End Time: 8:15 p.m.

Open session resumed. Mr. Couch recommended the following administrative appointments for the 2011-2012 school term:

- Larry Bernard - Principal of Russell High School and Director of Transportation for USD 407 (12 month contract)
- Kathy Cook - Director of Special Education and Director of Curriculum for USD 407 (12 month contract)
- Kent Michel - Principal of Simpson Elementary School and Bickerdyke Elementary School (11 month contract)
- Gaylon Walter - Principal of Ruppenthal Middle School (11 month contract)

Jerry Brown moved and Jim Cross seconded a motion to accept Mr. Couch's recommendations.

Motion carried 7 – 0.

44-130 Retirements, Resignations, and New Contracts

Mr. Couch recommended the Board accept the resignation of Raeleen Reinhardt, 4th grade teacher at Bickerdyke Elementary School. Jerry Brown moved and Kevin Ochs seconded a motion to accept the resignation. Motion carried 7 – 0.

Mr. Couch recommended approval of two custodial contracts:

- Greg Coady – Head Custodian @ BES – Head Custodian/Step 12 - \$11.35/hr.
- Roger Herrick – Custodian @ BES – Custodian/Step 14 - \$11.30/hr.

Jerry Brown moved and Jim Cross seconded a motion to accept the custodial contracts as presented. Motion carried 7 – 0.

Mr. Couch presented the following coaching contracts for the Board’s consideration:

- Chris Hollen – Head Coach Boys’ Tennis @ RHS – C2/S3 - \$1,806
- Genesis Ferch – Asst. Coach Boys’ Tennis @ RHS – C1/S1 - \$1,267
- Leland Francis – Asst. Softball Coach @ RHS – C2/S2 - \$1,647

No action was taken on the coaching contracts.

44-131 Board Forum

There was no discussion under this agenda item.

44-132 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 8:19 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

03/15/2011

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
MARCH 3, 2011**

MEETING MINUTES

44-133 Call to Order

President Jerry Brown called the USD 407 Board of Education special meeting to order at 12:00 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Katy Nuss, Kevin Ochs and Jon Quinday. Tonya Murphy arrived late and Jim Cross was absent.

Administrators in attendance included Superintendent David Couch, Larry Bernard, Kathy Cook, Kent Michel, Mark Paul and Gaylon Walter.

44-134 Update on Gymnasium Floor Project – Russell High School

Mr. Couch reported a meeting had been held with the architect from Horst, Terrill & Karst, P.A. HTK agreed to prepare and send out bid specifications in addition to overseeing the project. Timeline constraints were discussed for the project so the gym would be ready for the fall sports season.

There was discussion about the use of Russell High School for the 2011 Prairiesta and how it would fit in with the gym work. The Prairiesta Committee has requested use of the gymnasium for the All-School reunion.

Mr. Bernard will report back to the Board after visiting more with the Prairiesta Committee to determine their needs and see if an alternate location could be feasible. No action was taken.

44-135 Staffing Considerations

Jerry Brown moved and Jon Quinday seconded a motion to enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 5 – 0. Superintendent Couch was invited into executive session.

Start Time: 12:08 p.m.
12:11 p.m. Tonya Murphy arrived at the meeting and entered executive session.
End Time: 12:23 p.m.

Open session resumed. Jerry Brown moved and Jon Quinday seconded a motion to re-enter executive session for a period of 15 minutes relating to personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 12:25 p.m.
End Time: 12:40 p.m.

Open session resumed. Jerry Brown moved and Jon Quinday seconded a motion to re-enter executive session for a period of 10 minutes relating to personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 12:41 p.m.
End Time: 12:51 p.m.

Open session resumed. Jerry Brown moved and Jon Quinday seconded a motion to re-enter executive session for a period of 5 minutes relating to personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 12:52 p.m.

End Time: 12:57 p.m.

Open session resumed. No action was taken.

44-136 Resignations, Retirements, & New Contracts

Superintendent Couch recommended the following new contracts for approval:

- Hillary Penrod – Head Coach Boys’ Tennis @ Russell High School – C2/S1 - \$1,521
- Sam Kilian – Asst. Coach Boys’ Tennis @ Russell High School – C1/S1 - \$1,267
- Richard Sieker - Asst. Softball @ Russell High School – C2/S7 - \$2,756
- Tammi Buhrle – Asst. Softball @ Russell High School – C2/S1 - \$1,521

Kevin Ochs moved and Jon Quinday seconded a motion to approve the new contracts as presented. Motion carried 6 – 0.

44-137 Adjournment

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

Time: 12:59 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

03/15/2011

Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
MARCH 7, 2011**

MEETING MINUTES

44-138 Call to Order

Vice-President Tonya Murphy called the USD 407 Board of Education special meeting to order at 2:06 p.m. at the Central Administration Office. Additional Board members in attendance were John Fletcher, Katy Nuss, Kevin Ochs and Jon Quinday. Jerry Brown arrived late and Jim Cross was absent. A *Waiver of Notice* was signed by members in attendance.

Administrators in attendance included Superintendent David Couch, Kathy Cook, Kent Michel, and Gaylon Walter. Alex Underwood, director of the play, was also in attendance.

44-139 Spring Play – Russell High School

Superintendent Couch reported that he received complaints about the content of the spring play being performed by Russell High School students. Discussion was held on complaints received, content suitability for the school environment, and recommendations from the Board.

Mr. Underwood read an excerpt from *Brighton Beach Memoirs* by Neil Simons depicting a conversation between brothers about puberty.

Mr. Couch stated he felt the production contained inappropriate content for a school play and misrepresents the moral values of Russell High School. His recommendation was to cancel the production's final performance. Mrs. Cook, Director of Special Education, stated that she found the content offensive and agreed with Mr. Couch's view. Mr. Walter, Principal of Ruppenthal Middle School, stated that he shared the belief that the schools were not a proper setting for the play. Mr. Michel, Principal of Bickerdyke and Simpson, said that the play did not contain materials that he would be uncomfortable discussing with his children, but he stated that the play could make parents address the issues at a time in which they were not ready to do so. Mr. Bernard, Principal of Russell High School, was ill and did not attend the meeting.

Alex Underwood defended the content of the play as an art form and disagreed with the administrators. Mr. Underwood felt it would be a disservice if the students were not exposed to all options available in theatre. Mr. Underwood reported advertising the play with a PG-13 rating on all documentation distributed, and stated that he had received approval from Mr. Bernard prior to the start of the production.

Jerry Brown arrived at 2:31 p.m.

Mrs. Murphy and Mr. Brown stated agreement with Mr. Couch; but stated that since approval had been granted by the high school principal in advance, the students should not be punished by cancellation of the play. Mrs. Murphy instructed Mr. Underwood not to let this happen in the future. The play could continue with the following restriction stated by Mrs. Murphy in her motion:

Tonya Murphy moved and Jerry Brown seconded a motion that warning papers will be handed out at the front door by adults explaining that profanity and strong sexual content are included in the play.

Prior to the final vote, Mr. Couch reiterated that he felt it was inappropriate for any Russell High School production, which required warnings about the content to be handed out at the door, to be performed by our students. He stated that Russell High School plays should be a community event to which parents with children of any age would feel comfortable taking their children.

Motion carried 5 – 1. Jon Quinday cast the opposing vote.

44-140 Adjournment

Jon Quinday moved and John Fletcher seconded a motion to adjourn. Motion carried 6 – 0.

Time: 2:48 p.m.

<i>Jane M. Cline</i>	<i>03/15/2011</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
MARCH 15, 2011**

MEETING MINUTES

44-141 Call to Order

President Jerry Brown called the USD 407 Board of Education regular meeting to order at 7:00 p.m. at the Central Administration Office. Additional Board members in attendance were Jim Cross, John Fletcher, Tonya Murphy, Katy Nuss, Kevin Ochs and Jon Quinday.

Administrators in attendance included Superintendent David Couch, Larry Bernard, Kathy Cook, Kent Michel, Mark Paul and Gaylon Walter. Kalen Deines was also in attendance.

44-142 Building Tour – Central Administration Office

Mr. Couch hosted a tour of the Central Administration Office.

44-143 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - February 21, 2011 – Regular Meeting
 - March 3, 2011 – Special Meeting
 - March 7, 2011 – Special Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Russell High School - \$50 to Bob Popp Memorial

Mr. Brown requested the agenda be amended to include items *44-146A – Discussion of Changing from a Block Schedule to a Traditional Schedule at RMS and RHS for the 2011-2012 School Year* and *44-146B – Permission to Accept a Kan-Ed Grant to Upgrade the RHS ITV Classroom*.

Jerry Brown moved and John Fletcher seconded a motion to amend the agenda and approve the consent calendar as amended. Motion carried 7 – 0.

44-144 Reports

- A. President of the Board – No report was given.
- B. Administrators – Principal Larry Bernard presented a list of achievements for Russell High School students and congratulated them on their performances.

Gaylon Walter recognized Holly Lueth for being selected as the vice-president for the Kansas State Association of Counselors.

Superintendent Couch congratulated students and staff for their accomplishments and noted their performance is a direct reflection on the administrative leadership in the schools.

Mr. Couch reported the Fire Marshal visited the district and citations were received for glass in the classroom doors and glass panes outlining the corridors in the facilities. Corrective action is required by replacing the doors and covering glass along the corridors or by

installing smoke detectors every 30 feet. Pending legislation may allow the corrective action be delayed until the Base State Aid Per Pupil reaches the current statutory amount of \$4,492.

44-145 Public Forum

No one addressed the Board under this agenda item.

44-146 Field Trip Policy

Mr. Couch reported the administrative team is in the process of revising the Field Trip Policy and asked for input from the Board before presenting a final copy for approval. The administrative team is in agreement to set a mileage limit as opposed to an in-state/out-of-state guideline. Building site councils will be invited to address the policy.

Board members asked the administrative team to consider a way to handle trips out of the Board's control in regards to student/staff attendance and fundraising efforts. Mr. Ochs suggested in-state trips require administrative approval while out-of-state trips require Board approval.

No action was taken.

44-146A Discussion of Changing from a Block Schedule to a Traditional Schedule at RMS and RHS for the 2011-2012 School Year

Board consideration was requested to revert to a traditional schedule at Ruppenthal Middle School and Russell High School. At the present time, RMS is using a modified block schedule while RHS is using the block schedule. The administrative team is proposing the change to allow more efficiency with sharing staff between grades 6-12. Hours and amount of work are mandatorily negotiable items that will need to be discussed with the teachers, so Mr. Couch reported that he would contact Mrs. Balthazor and begin discussions with the negotiations team.

No action was taken.

44-146B Acceptance of Kan-Ed Grant

Mr. Couch announced that Russell County USD 407 was awarded the Kan-Ed grant that he applied for to upgrade the ITV classroom at Russell High School. The first \$20,000 will be paid for by the grant with Capital Outlay funds being used to finance the remainder of the project. Total cost of the project is \$38,051.53.

Jerry Brown moved and Jim Cross seconded a motion to accept the Kan-Ed grant and USD 407 match the grant for completion of the project. Motion carried 7 – 0.

44-147 Consideration of Revision of the Language in Administrative Contracts

Mrs. Murphy expressed concern with the clause in the administrators' contracts which states "administrator shall automatically be entitled to an increase in his/her base salary, annually, based on the percentage of increase, if any, negotiated, granted or awarded annually to the teachers" and she felt the clause should be removed.

Other options considered during discussion included setting a maximum percentage increase for administrators, raises be based on performance, raises be set according to the district's ability to pay, and establishing a pay scale for administrators. Justification for administrative salaries and pay raises was based on job responsibility, education requirements, and job experience.

Discussion on the topic revealed that all Board members were not in agreement on the language contained in the contract and further study is needed. Mr. Ochs and Mrs. Murphy requested that

Mr. Couch provide additional information.

No action was taken.

44-148 Consideration of the Purchase of a Scissor Lift for the RHS Construction Class

Mr. Bernard requested permission to purchase a 4-wheel drive, mobile scissor lift for use in the construction classes through the district's allotted vocational funds. Cost of the lift is \$5,500. The scissor lift would provide safety for students working on elevated projects. Mr. Bernard reported the scissor lift would also be available for use by maintenance employees. Superintendent Couch recommended approval of the purchase.

John Fletcher moved and Jon Quinday seconded a motion to purchase the scissor lift. Motion carried 7 – 0.

44-149 Update on the 2010–2011 Budget & Preliminary Projections for the 2011-2012 Budget

Superintendent Couch reported the legislature failed to pass the Rescission Bill causing the Governor to handle reductions through the allotment process. Base State Aid Per Pupil (BSAPP) for fiscal year 2010-2011 will be cut from \$4,012 to \$3,937 per full-time equivalency (FTE) creating a revenue loss of \$120,000. The district will not be eligible to republish the 2010-2011 budget to gain additional state aid.

Projections indicate that an additional \$300,000 will need to be cut from the 2011-2012 budget.

44-150 Awarding of Brundage Scholarship

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 20 minutes for matters unfavorably or favorably affecting a person as a student. Motion carried 7 – 0.

Start Time: 8:14 p.m.

End Time: 8:34 p.m.

Jerry Brown moved and Jim Cross seconded a motion to award the Frances Brundage Scholarship to Lisa DeWald. Motion carried 7 – 0.

44-151 2011-2012 Staffing Considerations

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 8:38 p.m.

8:43 p.m.

Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

End Time: 8:58 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 8:59 p.m.

End Time: 9:19 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 9:20 p.m.
9:38 p.m. Kevin Ochs exited executive session and declared a conflict of interest.
End Time: 9:40 p.m.

Open session resumed, and Mr. Ochs rejoined the meeting. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 9:41 p.m.
End Time: 10:01 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 10:02 p.m.
End Time: 10:12 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 10:14 p.m.
End Time: 10:24 p.m.

Open session resumed. No action was taken.

44-152 Athletic Director's Evaluation and Contract

Jim Cross moved and Kevin Ochs seconded a motion to enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 10:26 p.m.
End Time: 10:46 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 10:48 p.m.
End Time: 11:08 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 11:09 p.m.
End Time: 11:19 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-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.

Start Time: 11:20 p.m.
End Time: 11:25 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 11:26 p.m.
End Time: 11:36 p.m.

Open session resumed. Mr. Couch recommended Mark Paul be offered a contract for Activities Director at Ruppenthal Middle School and Russell High School for the 2011-2012 school year. No action was taken.

44-153 District Planning Update

Members of the Planning Team that visited Ellsworth Jr./Sr. High School shared information gathered during their visit. Everyone was encouraged to contemplate building grade alignments.

No action was taken.

44-154 Retirements, Resignations, and New Contracts

Superintendent Couch recommended the following retirements, resignations and new contracts for approval:

Retirement:

- Laurel Strecker – Kindergarten Teacher @ Simpson Elementary School

Resignation:

- Genesis Ferch – English Teacher, Asst. Girls' Basketball, and Senior Class Sponsor @ Russell High School

New contracts:

- David Zachman – Summer Driver Education @ Russell High School - \$2,520
- Wyatt Frohling – Summer Driver Education @ Russell High School - \$2,100

John Fletcher moved and Jim Cross seconded a motion to approve the retirement, resignation, and new contracts as presented. Motion carried 7 – 0.

44-155 Board Forum

Mr. Bernard and Mr. Couch reported they are moving ahead with the process of gathering

information to put together bid specifications for the Russell High School parking lots.

Consensus of the Board was to hold a special meeting on March 28th at 5:30 p.m. at the Central Administration Office.

44-156 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 11:45 p.m.

<i>Jane M. Cline</i>	<i>04/18/2011</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
MARCH 28, 2011**

MEETING MINUTES

44-157 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 Jim Cross, John Fletcher, Katy Nuss, Kevin Ochs and Jon Quinday. Tonya Murphy arrived late.

Administrators in attendance included Superintendent David Couch, Larry Bernard, Kent Michel, Mark Paul and Gaylon Walter. Others in attendance were Dort Hertel, Cheryl Seirer and Albert Lin.

44-158 2011-2012 Staffing Considerations

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch, Larry Bernard, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 5:32 p.m.
5:33 p.m. Tonya Murphy arrived and entered executive session.
End Time: 5:47 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 5:49 p.m.
End Time: 6:04 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 6:06 p.m.
End Time: 6:21 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 6:22 p.m.
End Time: 6:32 p.m.

Open session resumed. No action was taken.

44-159 Facilities Planning

Superintendent Couch recommended the planning committee concentrate on a 7–12 alignment at Russell High School and requested the Board authorize the administrative team and school counselors to progress with a plan for consideration. Various grade configurations were discussed for grades K-6.

Mr. Couch stated maintenance personnel alerted him to concerns with the roof at Russell High School that need to be addressed immediately. Cost of repairs has been requested and the information will be shared when it becomes available.

Mr. Couch said he is getting ready to send out bid specifications for the Russell High School parking lots.

There was discussion about the use of Russell High School for the 2011 Prairiasta and how it would fit in with the gym work. Mr. Couch stated he would contact Mr. & Mrs. Driscoll, Prairiasta Chairmen, to discuss their needs and invited Mr. Bernard to attend the meeting.

Jim Cross made a motion to start the gym floor project on the Monday after graduation. Additional discussion was held on fundraising, project start dates, and bid deadlines. Mr. Cross rescinded his motion.

Mr. Paul gave an update on the fundraising efforts to finance the gym project indicating over half of the project has been spoken for, but he had no definite contributions to report at this time. Mrs. Murphy recommended the money be in-hand before starting the project. Mr. Bernard and Mr. Paul stated they will set a deadline for contributions.

Jerry Brown moved and Jim Cross seconded a motion to solicit bids for replacement of the gym floor with two (2) separate start dates of May 16, 2011 and June 13, 2011. Motion carried 7 – 0.

44-160 Athletic Director's Contract

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for a period of 20 minutes for personnel matters of non-elected personnel. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:11 p.m.
End Time: 7:31 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to offer Mark Paul a contract for Activities Director for grades 7-12 for the 2011-2012 school year. Motion carried 7 – 0.

44-161 Retirements, Resignations, and New Contracts

(II-DI-AI)

Superintendent Couch recommended approval of the following resignations:

- Haley Krehbiel – Forensics Sponsor @ Russell High School
- Audrey Parsons – Kay Club Sponsor @ Russell High School
- Kim Pfanenstiel – Pep Club Sponsor @ Russell High School

Jerry Brown moved and Jim Cross seconded a motion to approve the resignations as presented. Motion carried 7 – 0.

44-162 Adjournment

Jerry Brown moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 7:33 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

04/18/2011

Date Approved

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
APRIL 18, 2011

MEETING MINUTES

44-163 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 Jim Cross, John Fletcher, Katy Nuss, Kevin Ochs and Jon Quinday. President Jerry Brown was absent.

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

44-164 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - March 15, 2011 – Regular Meeting
 - March 28, 2011 – Special Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Ruppenthal Middle School
 - \$100 from Drs. Glenn & Glenn for Bronco Pride
 - \$100 from Russell Police Department for Principal’s Advisory Council

Jim Cross moved and Jon Quinday seconded a motion to approve the consent calendar as presented. Motion carried 6 – 0.

44-165 Reports

- A. President of the Board – No report was given.
- B. Administrators – Kathy Cook, Special Education Director, reported USD 407 met all indicators except *The Percentage of Students with Disabilities in Regular Education Settings at Least 80% of the School Day* on the Special Education Annual Performance Report. While the proficiency percentages in math and reading were not met, improvements were enough to earn a “meets requirements” rating. The students had a gain of over 11 percentage points in math and over 3 percentage points in reading.

Mrs. Cook also congratulated Kim Pfanenstiel on passing her State boards and earning her master’s degree.

Congratulations were extended to Superintendent David Couch for being selected as the newest member of the Kansas Teachers’ Hall of Fame. His induction will be June 4, 2011.

Gaylon Walter, Principal of Ruppenthal Middle School, congratulated Cindy Balthazor for being selected to represent the middle school level of Art Educators next year. The Middle School MTSS committee was commended for their work. The Behavior MTSS committee was also commended for their work and Mr. Walter reported they have been asked to present at the State meeting next fall.

Larry Bernard, Principal at Russell High School, congratulated Brady Ruggels and Peyton Weiss for earning State recognition for achieving a 32 or better on their ACT.

Daniel Barney (IDA, Poetry and One Act Play), Nathan Barney (IDA and One Act Play), Steven Shinofield (IDA and One Act Play), Aubrey Campbell (One Act Play) and Tayton Pennington (IDA) were congratulated for qualifying in the State Forensics competition.

Alex Underwood was commended for his work with the Madrigals as they earned a I rating at regional competition.

Mark Paul was commended for his efforts in obtaining funds for the district to purchase a new scoreboard and replace the gym floor at Russell High School.

- C. Site Council – Carrie Paul briefed the Board on discussions addressed by the Ruppenthal Middle School Site Council.

44-166 Public Forum

Laurie Barney expressed concern about the possibility of losing Life Management and Living Skills from the curriculum as a result of the budget cuts.

44-167 Acceptance of Donation for Scoreboard at Russell High School Football Field

Nex-Tech Rural Telephone has committed to fully funding a new scoreboard for the Russell High School football field. Maggie Ellis, Community Development Representative, presented Activities Director Mark Paul a check in the amount of \$10,660 to cover the cost of the bid proposal.

Jim Cross moved and Jon Quinday seconded a motion to accept the donation from Nex-Tech and purchase a new scoreboard for the Russell High School football field. Motion carried 6 – 0.

44-168 Acceptance of Donations for the Russell High School Gym Floor Project

Mr. Paul presented a list of donations for the Russell High School gym floor project noting that a total of \$78,500 has been pledged and \$66,500 of the funds have actually been received. Mr. Paul was applauded for his job in securing funding for the project.

Jim Cross moved and Kevin Ochs seconded a motion to accept the \$66,500 in donations for the gym floor project. Motion carried 6 – 0.

44-169 Consideration of Bids for the Russell High School Gym Floor Project

Don Pruitt, Vice-President of HTK Architects, reviewed a summary of the bids for replacement of the gym floor at Russell High School. Mr. Pruitt reported that Great American Hardwood Flooring failed to include the \$20,000 allowance for concrete prep work in their bid but reported they would honor their bid as presented. Charley Sexton, Project Manager for HTK, was also in attendance and reported he would oversee and inspect the project. Mr. Pruitt's recommendation was for the Board to accept the low bid from Great American Hardwood Flooring in the amount of \$101,460. Superintendent Couch clarified that work on the project could not begin until June 13, 2011 with a completion date of August 12, 2011.

John Fletcher moved and Jim Cross seconded a motion to accept the bid from Great American Hardwood Flooring in the amount of \$101,460. Motion carried 6 – 0.

44-170 Report from the Russell High School Activities Director Concerning the Sale of Shirts

Mr. Paul reported a Booster Club meeting is scheduled for April 25th and he will be working with the club and coaches to coordinate the sale of t-shirts. A lengthy discussion was held on what protocol should be used for t-shirt sales in the future and Mr. Bernard offered to bring the topic up for discussion at the league meeting scheduled on April 19th. No action was taken.

44-171 Consideration of Ratifying the Reopened 2010-2011 Negotiations

Jim Cross moved and Tonya Murphy seconded a motion to enter executive session for a period of 5 minutes for matters relating to 2010-2011 employer/employee negotiations. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 6:20 p.m.

End Time: 6:25 p.m.

Open session resumed. Jim Cross moved and Kevin Ochs seconded a motion to ratify the reopened 2010-2011 negotiations where upon *Any teacher who plans to retire should notify the Board on or before March 15 to include "(Exception only upon recommendation of the superintendent and approval of the Board.)"* Motion carried 6 – 0. (Article V. Section A)

44-172 Consideration of Going from a Block Schedule at RHS and a Modified Block Schedule at RMS to a Traditional 7-Period Day Schedule at Both Schools

Superintendent Couch recommended reverting to a 7-period day with a seminar/study hall session at Russell High School and Ruppenthal Middle School beginning with the 2011-2012 school year. Mr. Bernard presented a preliminary list of course offerings at Russell High School under the traditional format noting that student enrollment will dictate number of sections needed and the courses being offered. The traditional schedule will make it more feasible to share staff between the high school and middle school environments.

Jim Cross moved and Kevin Ochs seconded a motion to adopt the traditional 7-period day with seminar/study hall for Ruppenthal Middle School and Russell High School. Motion carried 6 – 0.

44-173 2010-2011 Teacher Evaluations

Tonya Murphy moved and Jim Cross seconded a motion to enter executive session for a period of 15 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 6:43 p.m.

6:49 p.m. Larry Bernard was invited into executive session.

6:53 p.m. Larry Bernard exited and Gaylon Walter was invited into executive session.

6:54 p.m. Gaylon Walter exited and Kent Michel was invited into executive session.

End Time: 6:58 p.m.

Open session resumed. Tonya Murphy moved and Jim Cross seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch and Kent Michel were invited into executive session.

Start Time: 6:59 p.m.

7:04 p.m. Kent Michel exited executive session.

End Time: 7:04 p.m.

Open session resumed. Tonya Murphy moved and Jim Cross seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch and Kathy Cook were invited into executive session.

Start Time: 7:05 p.m.
7:10 p.m. Kathy Cook exited executive session.
End Time: 7:10 p.m.

Open session resumed. John Fletcher moved and Jon Quinday seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:11 p.m.
End Time: 7:16 p.m.

Open session resumed. No action was taken.

44-174 2011-2012 Staffing Considerations

Tonya Murphy moved and Jim Cross seconded a motion to enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 7:17 p.m.
End Time: 7:27 p.m.

Open session resumed. Tonya Murphy moved and Jim Cross seconded a motion to re-enter executive session for a period of 5 minutes for personnel matters of non-elected personnel. Motion carried 6 – 0. Superintendent Couch, Larry Bernard, Kathy Cook, Kent Michel and Gaylon Walter were invited into executive session.

Start Time: 7:28 p.m.
End Time: 7:38 p.m.

Open session resumed. Superintendent Couch indicated that staffing changes will be handled administratively.

44-175 2011-2012 Negotiations

Tonya Murphy moved and Jim Cross seconded a motion to enter executive session for a period of 5 minutes for matters relating to 2011-2012 employer/employee negotiations. Motion carried 6 – 0. Superintendent Couch was invited into executive session.

Start Time: 7:41 p.m.
End Time: 7:46 p.m.

Open session resumed. No action was taken.

44-176 Retirements, Resignations, and New Contracts

Mr. Couch recommended approval of the following resignations:

- Andrew Gwennap – English Teacher @ Ruppenthal Middle School
- Andrew Gwennap – Head Football @ Ruppenthal Middle School
- Glenn McMillan – Art Teacher @ Simpson & Bickerdyke Elementary Schools

- Alison Ogle – 2nd Grade Teacher @ Simpson Elementary School
- Sherry Raymer – Paraeducator @ Simpson Elementary School
- Steven Walters – Science Teacher @ Russell High School
- Steven Walters – Head Boys’ Basketball @ Russell High School
- Dwight Windle – Asst. Boys’ Basketball @ Ruppenthal Middle School

Jim Cross moved and Jon Quinday seconded a motion to approve the resignations as presented. Motion carried 6 – 0.

44-177 Board Forum

Mr. Couch provided information for the New Board Member workshops hosted by Kansas Association of School Boards and invited the new members to attend. Registrations will be paid by the district. Russell is part of Region 7 and the training will be held on April 26th in Beloit.

44-178 Adjournment

Jim Cross moved and Jon Quinday seconded a motion to adjourn. Motion carried 6 – 0.

Time: 7:48 p.m.

<i>Jane M. Cline</i>	<i>05/23/2011</i>
Jane M. Cline, Board Clerk	Date Approved

**UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
MAY 23, 2011**

MEETING MINUTES

44-179 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 Jim Cross, John Fletcher, Tonya Murphy, Katy Nuss, Kevin Ochs and Jon Quinday.

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

44-180 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - April 18, 2011 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - USD 407
 - \$380.94 Nex-Tech Wireless – 2011 Rebate Program – 1st Quarter
 - Simpson Elementary School
 - \$322.90 Sunflower Bank – ABC Schools Program
 - Bickerdyke Elementary School
 - \$438.20 Sunflower Bank – ABC Schools Program
 - Ruppenthal Middle School
 - \$209.80 Sunflower Bank – ABC Schools Program
 - Russell High School
 - \$444.10 Sunflower Bank – ABC Schools Program

Jerry Brown moved and Jim Cross seconded a motion to approve the Consent Calendar as presented. Tonya Murphy requested more detailed information be provided on future bill listings. Motion carried 7 – 0.

44-181 Reports

- A. President of the Board – No report was given.
- B. Administrators – Kathy Cook expressed her sincere thanks to the Professional Development Committee for their diligence in approving teacher inservice activities. Mrs. Cook also commended Chris Hollen, Jessie Deines and Larry Bernard at Russell High School for their leadership in hosting the 11th annual *It's My Life Conference*.

Larry Bernard recognized Dave Zachman and Marcie Berens for their work in hosting the Senior Awards assembly and commended students for being awarded \$487,000 in scholarships.

Mr. Bernard highlighted the following student accomplishments:

Regional Golf: Jordan Hecker placed 2nd & Harlan Kuntzsch placed 3rd and qualified to move on to State competition.

League Track Champions: Ryan Zachman – 300 Hurdles; Lyle Klaus – Shot Put; Dalton Mauro – Discus; Nash Karst – Long Jump and Triple Jump; Janna Schulte – High Jump; Chance Pitcock, Nash Karst, Ryan Zachman, Zach Michel – Boys 4 x 100; Crystal Huxman, Kelli Rourke, Lena Wedel, Peyton Weiss – Girls 4 x 100.

State Track Competitors: Peyton Weiss, Crystal Huxman, Kellie Rourke, Lena Wedel – Girls 4 x 100; Chance Pitcock, Ryan Zachman, Nash Karst, Zach Michel – Boys 4 x 100; Peyton Weiss – Long Jump; Matt Bean – High Jump; Dalton Mauro – Discus; Chance Pitcock – 400 M Hurdles; Ryan Zachman – 300 M Hurdles; Nash Karst – Triple Jump; Peyton Weiss – 200 M Dash; Austin Murphy & Brianna Hopper – Pole Vault; Lyle Klaus – Shot Put; Peyton Weiss – 100 M Dash

The following students finished 5th in the FFA State Livestock competition: Payton Stoppel, Lane Mai, Jordan Moubry and Clayton Moubry.

- C. Site Council – Christina Bourland and Charlotte Michel, representatives from the Elementary School Site Council, presented their annual report. Information shared included a review of membership, meeting schedule, and topics of discussion during the 2010-2011 school term.

44-182 Public Forum

No one addressed the Board under this agenda item.

44-183 Acceptance of a RCACF Grant for Miss Hollen's Class

Angie Muller, Executive Director of Russell County Area Community Foundation, was in attendance to present a grant in the amount of \$500 to Chris Hollen at Russell High School for the *It's My Life Conference*.

Jerry Brown moved and Jim Cross seconded a motion to accept the RCACF grant in the amount of \$500 for Chris Hollen's class. Motion carried 7 – 0.

44-184 Update on Neighborhood Revitalization

Ralph Wise, City Manager, updated the Board on existing Neighborhood Revitalizations programs underway in the community.

44-185 Acceptance of Funds for Russell High School Gym Floor Project

An updated accounting of funds for the replacement of the Russell High School gym floor was reviewed. A total of \$87,488 has been received to date with \$22,188 of new monies received since the April meeting requiring approval of the Board.

Jerry Brown moved and Jim Cross seconded a motion to accept new monies in the amount of \$22,188 for the RHS gym floor project. Motion carried 7 – 0.

44-186 Interviews for the RHS Head Basketball Coaching Position

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for personnel matters of non-elected personnel for a period of 30 minutes. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, and Mark Paul were invited into executive session.

Start Time: 5:46 p.m.
5:54 p.m. Thomas Stephens was invited into executive session.
End Time: 6:16 p.m. Thomas Stephens exited the meeting.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 30 minutes. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, and Mark Paul were invited into executive session.

Start Time: 6:17 p.m.
6:30 p.m. Matt Nichols was invited into executive session.
End Time: 6:47 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 30 minutes. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, Mark Paul, and Matt Nichols were invited into executive session.

Start Time: 6:48 p.m.
6:56 p.m. Matt Nichols exited executive session and left the meeting.
End Time: 7:18 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, and Mark Paul were invited into executive session.

Start Time: 7:19 p.m.
End Time: 7:24 p.m.

Open session resumed. Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters of non-elected personnel for a period of 5 minutes. Motion carried 7 – 0. Superintendent Couch, Larry Bernard, and Mark Paul were invited into executive session.

Start Time: 7:25 p.m.
End Time: 7:30 p.m.

Open session resumed. No action was taken.

44-187 Reconstruction and Placement of the Bus Barn for Route Buses

Larry Bernard led discussion on the placement of the Bus Barn being built by the construction class. Mr. Bernard reported that he studied several locations on the high school campus and consulted with Mark Paul, Ken Walizer, Roger Sells and the bus drivers to determine the best location for the building. Traffic flow and structural issues were also taken into consideration. Stability of the driveway leading to the new location was questioned by Mr. Ochs. No action was taken.

44-188 Presentation of an Updated "Field Trip Policy" for Board Review

Superintendent Couch presented an updated *Field Trip Policy* for the Board's consideration. Two separate documents were recommended: one was a brief summary to include in the

District Handbook, and the second is a more comprehensive policy for inclusion in the *Board Policy Handbook*. Mr. Ochs and Mrs. Murphy were in agreement that there should be no exception for the Music Booster Club and requested a revision to the policy. Approval will be requested at the June meeting.

44-189 Presentation of "Social Media - Staff Communication with Students" Policy

Mr. Couch reported the vast majority of recent educational license suspensions have been due to inappropriate interaction between staff and students. He asked the Board to consider instituting a *Social Media – Staff Communication With Students* policy. Approval will be requested at the June meeting.

44-190 Permission to Bid Roof Repairs at Ruppenthal Middle School and Russell High School

The Russell High School roof over the library and the two flat surfaces at Ruppenthal Middle School are in need of some immediate attention. Photos of the damaged areas were shared. Preliminary estimates exceed \$20,000 and are subject to Kansas bid requirements. Mr. Couch requested permission to solicit bids for the needed roof repairs. He also mentioned interest in exploring potential costs of installing a standing seam roof on Russell High School at some point in the future.

Jerry Brown moved and Jim Cross seconded a motion to grant Superintendent Couch permission to bid roof repairs as information specifies for RMS and RHS. Motion carried 7 – 0.

44-191 Consideration of Bids for Russell High School Parking Lots

Bids were reviewed for the Russell High School Parking lots. Mr. Couch discussed options available to the Board regarding the bids. Concern was expressed with the variance in the bids and not having an engineer involved with such a major project. Mr. Couch and Mr. Bernard recommended the Board reject all bids and hire an engineer to oversee the project.

Jerry Brown moved and Jim Cross seconded a motion to reject all bids for the RHS parking lots and authorize Superintendent Couch to seek the services of an engineering firm and rebid the project. Motion carried 7 – 0.

44-192 KASB Membership & Legal Assistance Fees and Smoky Hill Educational Service Center Fees for 2011-2012

The 2011-2012 membership fee for Kansas Association of School Boards is \$8,399 and the legal assistance fee is \$1,400. The annual membership fee for SHESC is \$5,131.87. Mr. Couch recommended approval of all fees as these programs are invaluable to the district.

Jerry Brown moved and Jim Cross seconded a motion that the membership fees be approved as presented. Motion carried 7 – 0.

44-193 2011-2012 Staffing Considerations

Jerry Brown moved and Jon Quinday seconded a motion to enter executive session for personnel matters of non-elected personnel for a period of 15 minutes. Motion carried 7 – 0. Superintendent Couch and Larry Bernard were invited into executive session.

Start Time: 7:50 p.m.

8:00 p.m.

Larry Bernard exited executive session and Kent Michel entered executive session.

End Time: 8:05 p.m.

Open session resumed and no action was taken.

44-194 Impact of Recent Legislation on the 2011-2012 Budget

Superintendent Couch shared how the final legislation for funding and enrollment projections will impact the district for fiscal year 2012. Mr. Couch also reviewed budget reductions made for 2011-2012.

Mrs. Murphy requested an update on the facility study timeline and suggested the committee be reconvened in the very near future. Consensus of the Board was to move forward with facility planning.

44-195 2011-2012 Negotiations

Jerry Brown moved and Jim Cross seconded a motion to enter executive session for personnel matters relating to employer/employee negotiations for a period of 15 minutes. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 8:17 p.m.
End Time: 8:32 p.m.

Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters relating to employer/employee negotiations for a period of 5 minutes. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 8:33 p.m.
End Time: 8:38 p.m.

Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters relating to employer/employee negotiations for a period of 5 minutes. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 8:39 p.m.
End Time: 8:44 p.m.

Jerry Brown moved and Jim Cross seconded a motion to re-enter executive session for personnel matters relating to employer/employee negotiations for a period of 10 minutes. Motion carried 7 – 0. Superintendent Couch was invited into executive session.

Start Time: 8:45 p.m.
End Time: 8:55 p.m.

Open session resumed. No action was taken.

44-196 Consideration of Coaching Assignments for 2011-2012

Mr. Paul presented a chart outlining the ratio of coaches to students per sport. Proposed coaching assignments for the 2011-2012 school term were reviewed. Considerable discussion was held on the timeline for determining the number of coaches needed per sport and when contracts should be offered. Mrs. Murphy expressed concern over assigning assistant coaches without input from the head coach. Mr. Paul was directed to consider options available to reduce expenditures in athletics.

This agenda item was revisited following the approval of resignations and new contracts as Mr. Paul asked for clarity on the Board's intent to accept the proposed coaching assignments.

Jerry Brown moved and Kevin Ochs seconded a motion to authorize the number of positions presented by Mr. Paul and Superintendent Couch as the base number of coaches per sport with no changes made without Board approval. Motion carried 7 – 0.

44-197 Retirements, Resignations, and New Contracts

Superintendent Couch recommended approval of the following resignations and new contracts:

Resignations:

- Patrick Barney – Debate Coach @ Russell High School
- Wanda Keever – Cook @ Russell High School
- Laurence Schlyer – Head Custodian @ Russell High School

New Contracts:

- Megan Cline – 2nd Grade Teacher @ Simpson Elementary School - \$31,680
- Tranda Ihrig - Art @ Simpson/Bickerdyke Elementary Schools - \$32,131
- Edward Johnson - Summer Weight Program @ Russell High School - \$226.91
- David King - Summer Weight Program @ Russell High School - \$1,109.35
- Eli Schmidt - Summer Weight Program @ Russell High School - \$680.74
- Paul Wharton – Custodian @ RHS - \$10.20 per hour
- J. Scott Whitesides – Science Teacher @ Russell High School - \$31,680

Jerry Brown moved and Jim Cross seconded a motion to accept the resignations and new contracts as presented. Motion carried 7 – 0.

44-198 Board Forum

Mrs. Murphy requested to see a list of year end expenditures.

Mr. Ochs requested an update from Mr. Paul about the meeting held between the coaches and Booster Club at a future meeting.

44-199 Adjournment

Jon Quinday moved and Jim Cross seconded a motion to adjourn. Motion carried 7 – 0.

Time: 9:48 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

06/20/2011

Date Approved

UNIFIED SCHOOL DISTRICT #407
BOARD OF EDUCATION
JUNE 20, 2011

MEETING MINUTES

44-200 Call 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 Tonya Murphy, Katy Nuss, and Jon Quinday. Jim Cross, John Fletcher and Kevin Ochs were absent.

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

44-201 Consent Calendar

- A. Approval of Agenda
- B. Approval of Minutes
 - May 23, 2011 – Regular Meeting
- C. Examination and Payment of Bills
- D. Gifts & Grants
 - Ruppenthal Middle School
 - \$1,000 Grant – Russell County Area Community Foundation to Renelle Mooney for Technology in the Classroom
 - \$266 Grant – Russell Roughriders to Laurie Barney and Christina Bourland for a subscription to *News 2 You Weekly Newspaper*

Jerry Brown requested the agenda be amended to change the executive session heading on 44-215 to be an executive session for matters relating to employer / employee negotiations and include item *44-215A 2011-2012 Staffing* as an executive session for personnel matters of non-elected personnel.

Jerry Brown moved and Jon Quinday seconded a motion to approve the Consent Calendar as amended. Motion carried 4 - 0.

44-202 Reports

- A. President of the Board - No report was given.
- B. Administrators – Larry Bernard commended Mark Paul on his continued efforts with the gym floor project.

44-203 Public Forum

No one addressed the Board under this agenda item.

44-204 Acceptance of Funds for Russell High School Gym Floor Project

Angie Muller, Executive Director from the Russell County Area Community Foundation, presented a \$500 check to the district for the gym floor project. Jerry Brown thanked Mrs.

Muller for the donation.

Jerry Brown moved and Jon Quinday seconded a motion to accept the \$500 donation and additional new monies totaling \$1,100 for the gym floor project. Motion carried 4 - 0.

44-205 Approval of 2011-2012 Administrative Handbook

Mrs. Murphy asked for clarification on the *Cafeteria Plan* language and definition of immediate family in the *Sick Leave* sections included in the Administrative Handbook. Jon Quinday stated staff travel and training is a benefit to the district and requested the meal reimbursement rate be increased to \$10 per meal with a \$30 per day maximum.

Jerry Brown moved and Jon Quinday seconded a motion to approve the Administrative Handbook with the change in meal reimbursement rates. Motion carried 4 - 0.

44-206 Approval of 2011-2012 Activities Handbook

Jon Quinday requested clarification on the alcohol and tobacco policies included in the handbook. Mr. Paul stated the appropriate language from the negotiated agreement referencing the 7-12 coaching contracts/responsibilities will need to be included.

Jerry Brown moved and Tonya Murpy seconded a motion to approve the Activities Handbook as presented. Motion carried 4 - 0.

44-207 Approval of 2011-2012 Classified Handbook

Superintendent Couch recommended approval of the Classified Handbook noting the language pertaining to Bereavement Leave will be changed to match the Master Collective Bargaining Agreement.

Jerry Brown moved and Jon Quinday seconded a motion to approve the Classified Handbook. Motion carried 4 - 0.

44-208 Approval of 2011-2012 District Handbook

Discussion was held on the *Field Trip* section of the handbook. Mrs. Murphy requested the following paragraph be relocated to the *Fund Raising* section:

Before engaging in fund raising activities to pay for a trip, sponsors must seek permission from the Building Principal. The Principal will consult with the Superintendent and the Board of Education prior to granting permission for the fund raising activity.

Jerry Brown moved to approve the District Handbook. Motion died for the lack of a second to the motion. Mrs. Murphy requested additional discussion on proposed changes.

Under the *Hall Traffic* segment of the Ruppenthal Middle School section, item number 5 contains redundant language which needs to be restated as follows:

5. Students are to walk, not run, on the right-hand side of the hallways and stairs.

Jon Quinday expressed disagreement with the new language added to the *Attendance Policy* on page 4 allowing out-of-school suspension (OSS) students to make up missed school work.

Discussion with the administrative team revealed that the language is needed to follow State mandates.

Mrs. Murphy also requested the segment addressing *Pep Club* be struck from the Russell High School section since the club is inactive.

Jerry Brown moved and Jon Quinday seconded a motion to approve the 2011-2012 District Handbook with changes as suggested. Motion carried 4 - 0.

44-209 Approval of 2011-2012 Substitute Teacher Handbook

Mr. Couch recommended approval of the Substitute Teacher Handbook as presented. Discussion was held on the *Cell Phone Policy* included in the handbook noting that the students have more privileges than the teachers at the high school level. A poll of the administrative team was done to obtain feedback on the policy. Mr. Bernard indicated that teachers at Russell High School should be allowed to use cell phones during passing periods. However, the policy was unchanged.

Jerry Brown moved and Jon Quinday seconded a motion to accept the 2011-2012 Substitute Teacher Handbook as presented. Motion carried 4 - 0.

44-210 Approval of an Updated “Field Trip Policy”

An in-depth discussion was held about the need to revise the policy to exclude language referencing specific groups. A re-write of the language in the final paragraph was requested as follows:

Once every four years, Russell High School students may take a major trip provided funds are on hand, and provided the group has sought and received approval from the Board of Education. Request for the trip must be submitted to the Superintendent by April 10th of the school year preceding the trip.

Mrs. Cook requested that paraprofessional be changed to paraeducator and certificated be changed to licensed throughout the policy.

Jerry Brown moved and Jon Quinday seconded a motion to adopt the Field Trip Policy as amended. Motion carried 4 - 0.

44-211 Approval of “Social Media - Staff Communication with Students Policy”

Preliminary review of the Social Media Policy indicated the need to change the language to encompass all employees and not just the educators. A broader description of inappropriate content was also requested. Superintendent Couch mentioned that he received new information on this topic at a conference he recently attended and the policy would be updated. No action was taken.

44-212 Setting of 2011-2012 Meal Charges and Textbook Rental Fees

Mr. Couch reported that if the average prices of our meals are not at the Federal reimbursement rate for free and paid lunches, it is recommended that we raise our meal prices 10 cents. Mr. Couch presented the following fee schedule for 2011-2012:

Textbook Fees

Grades K-12

Full Pay	\$50.00
Reduced Price	\$25.00

Meal Fees

	<u>Grades K-5</u>	<u>Grades 6-12</u>	<u>Adult</u>
Breakfast – Full Pay	\$1.60	\$1.85	\$1.85
Breakfast – Reduced	\$.30	\$.30	
Lunch – Full Pay	\$2.10	\$2.60	\$3.10
Lunch – Reduced	\$.40	\$.40	

Jerry Brown moved and Jon Quinday seconded a motion to administer meals and textbook fees as outlined by Mr. Couch. Motion carried 4 – 0.

44-213 Discussion of Bids for Roof Repairs at RMS and RHS

Mr. Couch and Mr. Bernard concurred that installing a standing-seam roof on Russell High School would be the best solution to the roofing problems. Preliminary estimates for the project exceed \$700,000. Mr. Couch reported that A-Lert Roof Systems is an approved State Plan contractor through ESSDACK and bids would not be required.

Mr. Couch reported that he would solicit bids for the needed repairs at Russell High School and Ruppenthal Middle School and the cost of installing a standing-seam roof at Russell High School. No action was taken.

44-214 Update on the Parking Lots at Russell High School

HTK Architects submitted a proposal in the amount of \$45,000 to cover the engineering, surveying, and architectural costs involved with the parking lots at Russell High School. Mr. Couch stated approval was granted at the May meeting to hire an architect to oversee the project and wanted to confirm the Board's desire to move forward prior to signing the contract. Discussion was held and consensus of the members present was to move forward with the project. No action was taken.

44-215 2011-2012 Negotiations

Jerry Brown moved and Jon Quinday seconded a motion to enter executive session for a period of 15 minutes for matters relating to employer/employee negotiations. Motion carried 4 - 0. Superintendent Couch was invited into executive session.

Start Time: 6:38 p.m.

End Time: 6:53 p.m.

Open session resumed. Jerry Brown moved and Jon Quinday seconded a motion to ratify the Master Collective Bargaining Agreement for the 2011-2012 school year. Motion carried 4 - 0.

44-215A 2011-2012 Staffing

Jerry Brown moved and Jon Quinday seconded a motion to enter executive session for a period of 10 minutes for personnel matters of non-elected personnel. Motion carried 4 - 0. Superintendent Couch was invited into executive session.

Start Time: 6:57 p.m.

End Time: 7:07 p.m.

Open session resumed and no action was taken.

44-216 Facilities Planning Discussion

Superintendent Couch reported the administrative team has been discussing a variety of grade configurations to plan for future facility alignments, and they will have the pros and cons of each ready to present at the July meeting. Researching FEMA grants was also brought up to aid in the planning process.

44-217 Retirements, Resignations, and New Contracts

There were no retirements, resignations or new contracts presented for consideration.

44-218 Board Forum

BOE Meetings – Consensus of members present was to hold regular monthly meetings at 5:30 p.m. on the 3rd Monday of the month. Noted exceptions for the 2011-2012 school year will be February & March which will be the 2nd Monday and July which will be the Tuesday following the 3rd Monday.

Budget – Mr. Couch reported the budget software is not available yet, but by the July meeting or at a special meeting held later in July or early August, he should be able to calculate an exact financial picture.

44-219 Adjournment

Jerry Brown moved and Jon Quinday seconded a motion to adjourn. Motion carried 4 - 0.

Time: 7:14 p.m.

Jane M. Cline

Jane M. Cline, Board Clerk

07/19/2011

Date Approved