

**USD 377 BOARD OF EDUCATION  
REGULAR SESSION 7:30 PM  
AUGUST 8, 2005  
CENTRAL OFFICE, EFFINGHAM**

The Board of Education of Unified School District #377 met at 7:30 pm on August 8, 2005, at the Central Office, Effingham, Board members present: Steve Caplinger, Todd Gigstad, Cindy Ladd, Leonard Lange, Jeff Martin, Michael Postma, Mark Westermann. Administrators present: Steve Wiseman, Mark Pruet, Tom Sack, Terry Slattery & Tom Hinrichs.

Visitors: Jeff Schmucker, Globe; Sharon Worley, Linda Boos, Lori Scholz, Julie Baker.

Caplinger called the meeting to order at 7:30 pm.

Caplinger made changes to the printed agenda as follows: g) under the Consent agenda, Personnel Recommendations, was moved to an Action item following 1) Personnel – Executive Session; Bills & Claims was added as g) under the Consent agenda with the addition of a handwritten check to Danny Zeck Ford in the amount of \$11,781 for the 2006 Ford Taurus. An Executive Session – Personnel was added as a Discussion item following 5) District Strategic Plan.

Motion by Lange, seconded by Ladd, to approve the Agenda as amended. Motion passed 7-0. (The consent agenda included approval of the minutes of the July regular and special meetings, approval of the treasurer's report dated 7-31-05, adoption of the Personnel, Safety, Substitute Teacher, Transportation, Elementary Staff, and Middle School Staff handbooks. Thirteen Substitute teachers, fifteen emergency substitutes, six teacher aides, three food service and seven custodial subs were approved as per the listing in the board packet. Five students were approved for out-of-district school attendance and transportation. Ten out-of-district students were approved to attend USD 377. Bills & Claims in the amount of \$174,917.09 plus a handwritten check of \$11,781 were approved.)

Hearing of Audience: None

**Reports:**

The Clerk reported auditors from the Legislative Division of Post Audit would be in the district August 9 regarding an analysis of special education spending and services. It was announced a KASB seminar on School Finance will be held on Sept. 22 in Topeka.

Mr. Sack complimented his custodial staff on the outstanding job they have done this summer, said he has met with several staff members to discuss goals and plans for the school year and that he received a lot of positive comments from parents at enrollment.

Mr. Pruet informed the board students who met the Standard of Excellence on state assessments would be acknowledged by being invited to participate in the fair parade. Pruet reported he is looking at options for on line grade reporting.

Mrs. Slattery related that Elaine Stuck came up with the idea to recognize Standard of Excellence students and designed T-shirts for the students to wear in the parade. Slattery reported that she is scheduling PE and Music on alternating days this year and plans to have 25 minutes per week as a sustained reading time.

Mr. Wiseman said he had a great administrative team and was pleased with the progress made at their meetings. He reviewed a meeting with the building level secretaries last week. Wiseman presented preliminary enrollment figures, invited

board members to hear the motivational speaker at inservice on Friday of this week and to help with the cookout, gave an update on the Microsoft server migration and technology issues, and a summer maintenance/safety inspection update.

## **ACTION ITEMS**

### **1) Personnel – Executive Session**

Motion by Caplinger at 8:10 pm to go into executive session to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individuals to be discussed, and that the board return to open session in this room at 8:20 pm. Motion seconded by Martin. Motion passed 7-0. (Wiseman present; Sack, Slattery 8:15-8:18 pm).

The board resumed in open session at 8:20 pm.

Motion by Caplinger, seconded by Lange, to go into executive session to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individuals to be discussed, and that the board return to open session in this room at 8:30 pm. Motion passed 7-0. (Wiseman present; Pruet 8:24-8:29 pm)

The board resumed in open session at 8:30 pm.

Caplinger moved the board accept the list of certified, classified and supplemental contracts as recommended by the administration. Motion seconded by Westermann. Motion passed 7-0. (The recommendation included the release of Harold Davis from his Language Arts teaching contract, changed the teaching assignment of Richard Lundin to HS/MS Language Arts, approved a contract for Aletta Blair for the MS Language Arts position, approved a contract for Samantha Coffman as Middle School secretary at \$8.75 per hour; approved supplemental contracts for Denise Niemann as HS head cheerleader sponsor, Kelli Hawk as HS Girls BB assistant, Richard Lundin as HS Drama and Yearbook sponsor, Niki Baker as HS volleyball asst, and Aaron Bertels as MS FB assistant. Eric Siever was transferred from Middle School to High School FB assistant. A request for release from contract from Sharon Worley was denied. The resignation of Tom Hinrichs from his high school supplemental assignments was approved.)

### **2) Approve District Copier Lease proposal**

Wiseman informed the board the lease contracts on copiers from Century United have expired and need to be renewed. He felt the district could save by combining all lease agreements with one company. He presented two proposals as follows: Midwest Office would provide 7 new copiers with a total cost of \$16,308 with .008 for overage. Century United would provide 5 new and 2 used copiers at a cost of \$17,653.86 with .013 for overage. Wiseman recommended the board approve the copier lease agreement with Midwest Office Technology.

Gigstad moved the board approve the lease agreement with Midwest Technology as presented. Motion seconded by Martin. Motion passed 7-0.

### **3) Elementary Facilities Issues**

Wiseman presented information on elementary facilities in the board packet. An extra special education classroom will be created on the lower level of the Lancaster building in an area currently used for Title Reading and custodial storage.

### **4) Approval of One Year License Agreement with InfoSource**

Wiseman presented information on a contract from InfoSource to provide the district

with online staff development for \$3,000 for 149 users to get training in Microsoft Office Suite applications.

Motion by Martin, seconded by Westermann, to approve a one year license agreement with InfoSource as recommended. Motion passed 7-0.

**5) Approval of New Graduation Requirements**

Wiseman presented a policy proposal which stated "Beginning with the class of 2009, students must earn a minimum cumulative 2.0 grade point average in order to receive a diploma."

Westermann moved that the board add the requirement that "beginning with the class of 2009, students must earn a minimum cumulative 2.0 grade point average in order to receive a diploma." Motion seconded by Postma. Motion passed 7-0.

**6) Approval of New Activities Eligibility Policy**

Mr. Pruet read a proposed policy and rationale. The policy would require that in order to be eligible to participate in athletics/activities, students beginning with the class of 2009 must have earned a minimum 2.0 cumulative grade point average. Students in classes 2006-08 who do not have a semester grade point average of at least 2.0 at the end of each semester would be ineligible. Following discussion this item was tabled to the 2<sup>nd</sup> August meeting.

**7) Select Place and Time for August Budget Hearing**

Motion by Gigstad, seconded by Postma, to hold the budget hearing at 7:00 pm on Thursday, August 25, at the district office, prior to the special meeting. Motion passed 6-1 (Lange opposed.)

**DISCUSSION ITEMS**

**1) Special Ed Report**

Lange reported the main item discussed was the adding on or building a new building at Oskaloosa. The plan would be to move the greenhouse and John Dewey Learning Center to Oskaloosa and still maintain the building at LeCompton.

**2) Budget Development Update**

The board was presented a handout with 04-05 budgets and proposed budgets for 05-06. The budget presented reduced the mill levy from 30.21 to 28.786. Increasing the local option budget to keep the mill levy the same as last year was discussed.

Motion by Caplinger to direct the administration to publish a budget with a mill levy of 30.21. Motion seconded by Ladd. Motion passed 6-1. (Lange opposed).

**3) KASB Policy Review**

Wiseman stated policies would be presented next month.

**4) District Phone System Issues and Possible Upgrade.**

Wiseman will present information next month.

**5) District Strategic Plan**

The three key strategic challenges and goals were reviewed and discussed.

**5a) Executive Session – Personnel**

Motion by Caplinger, seconded by Postma, at 9:57 pm to go into executive session to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individuals to be discussed, and that the board return to open session

in this room at 10:02 pm. Motion passed 7-0.

The board resumed in open session at 10:02 pm.

6) Advanced Agenda Planning

Items for the September regular meeting were listed in the board packet.

Motion by Lange, seconded by Martin, to adjourn at 10:10 pm. Motion passed 7-0.

---

Ruth J. Dillon, Board Clerk