

B.O.E. Regular Meeting Minutes

July 13, 2020

The Board of Education of Pratt Unified School District 382 met in regular session on Monday, July 13, 2020 in room 203 in the Administrative Center at 401 S. Hamilton. President Bill Bergner called the meeting to order at 7:00 p.m.

Jeremy Demuth
Chris Drake
Michelle Ferbert (by phone)
Mark Fincham
Donna Hoener-Queal
Jennifer Hopkins

Administration present:
Tony Helfrich, Superintendent of Schools
David Schmidt, Assistant Superintendent/Curriculum Director
Steve Blankenship, Pratt High School Principal/Assistant Supt. of CTE
David Swank, Pratt High School Activities Director/Assistant Principal
Ryan Creadick, Liberty Middle School Principal
Kirsten Blankenship, Southwest Elementary School Principal
David Inslee, District Maintenance Director

News Media:

Guests: Rose Beilman-Shoup, Colby Barradas

Jeremy Demuth moved and Chris Drake seconded to appoint Linda Kumberg as board clerk and Sheila Lunsford as board treasurer. Action 7-0.

Jennifer Hopkins moved and Mark Fincham seconded to appoint Socorro Acosta as deputy board clerk. Action 7-0.

In compliance with KSA 72-8205, the official meeting dates and times were established per Resolution 20/21-1 (as attached to the official minutes) by a motion from Donna Hoener-Queal and second by Mark Fincham. Action 7-0. The resolution calls for at least one meeting per month to be held on the second Monday at 7:00 p.m. in room 203 in the Administrative Center for Excellence at 401 S. Hamilton.

Pratt High School Forensics student Colby Barradas presented the dramatic interpretation that he performed at the National Speech & Debate competition. Colby was one of 2 students from western Kansas that qualified for the virtual competition.

Amendments to the agenda: XII) 1– removal of the review of board policy updates and XIII) Personnel - Melissa Couture added to the list of personnel.

Chris Drake moved to approve the agenda as amended. Jennifer Hopkins seconded. Action 7-0

Donna Hoener-Queal moved and Mark Fincham seconded to approve the minutes of the June 8, 2020 special meeting and the June 8, 2020 regular meeting. Action 7-0.

Jeremy Demuth moved and Chris Drake seconded to approve the payment of bills, treasurer and financial reports. Action 7-0.

SPECIAL
SESSION

MEMBERS
PRESENT

OTHERS
ATTENDING

GUESTS

MOTION
APPOINT
CLERK & TREAS

MOTION
APPOINT
DEPUTY
CLERK

MOTION
MEETING
DATE/TIME

STUDENT
PRESENTATION

AMENDMENTS
TO AGENDA

MOTION
APP AGENDA

MOTION
APPROVE
MINUTES

MOTION
APPROVE
FINAN. RPTS.

Chris Drake reported on the June 15, 2020 SCKSEC board meeting.

REPORTS
SCKSEC

David Inslee reported on various maintenance projects including the installation of the bleachers at LMS and the sneeze guards built and installed in the school offices.

FACILITIES

David Schmidt reported on:

CURRICULUM

1. 13 staff earning ESOL endorsements;
2. the donation of books by Toys for Tots for students in grades K-2;
3. the development of a document “Navigating Change” that provides recommendations for safely re-opening of schools;
4. the One-Stop Enrollment schedule, and;
5. his new role at PCC

During the superintendent’s report Tony Helfrich:

SUPT.

1. reported on the summer lunch program – ending on July 17th;
2. reviewed the estimates from Wildan Energy (360 Engineering) regarding air purification at the buildings;
3. reviewed the results of the parent survey regarding the return to the classrooms;
4. reported the district will receive more assistance from the county CARES Act money to cover additional costs for PPE, sanitizers and personnel costs;
5. discussed the KSDE guidelines for re-opening of schools and the preparations the district has made.

KSA 9-1401 provides that any state or national bank located in a county or counties in which a municipality is located, shall be designated as the official depository in the minutes of the sub-division.

Chris Drake moved and Jeremy Demuth seconded to approve the official depositories as listed. Action 7-0.

MOTION
DESIGNATE
OFFICIAL
DEPOSITORIES

Legacy Bank in Pratt:	General & All Revolving Funds LMS & Southwest Activity Bond & Interest
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The Peoples Bank in Pratt:	PHS Activity Pratt Elementary Memorial McCaslin Savings & CD Payroll Account
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First State Bank in Pratt:	Invested Funds
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Donna Hoener-Queal moved and Jennifer Hopkins seconded to approve The Pratt Tribune as the official publication for general circulation. Action 7-0.

MOTION
DESIGNATE
OFFICIAL
NEWSPAPER

Chris Drake moved and Donna Hoener-Queal seconded to approve the following appointments: Action 7-0.

MOTION
APPT.’S

Heather Van Slyke	Authorized Food Service Representative
Tony Helfrich	Hearing Official - Free/Reduced Price Meals
David Schmidt or designee	Hearing Official - Suspensions & Expulsions
Donna Whiteman and KASB legal team	School Attorneys
Socorro Acosta	District KPERs agent
Building Principals	Reporting Authorities for cases of truancy
Tony Helfrich	Freedom of Information Officer
David Schmidt or designee	Title VI, VII, IX and 504(ADA) Coordinator
David Schmidt	Homeless Coordinator

B.O.E. Regular Meeting Minutes

July 13, 2020

Jeremy Demuth moved and Jennifer Hopkins seconded to appoint Chris Drake as the board’s representative to South Central Kansas Special Education Coop. Action 7-0.

MOTION
APPOINT
SCKSEC REP

Donna Hoener-Queal moved and Jennifer Hopkins seconded to appoint Mark Fincham as the governmental relations representative. Action -0.

MOTION
APPOINT
GOVT’L REL
REP.

Mark Fincham moved and Jennifer Hopkins seconded to approve the mileage rate for reimbursements at a rate consistent with the state mileage rate of 0.575¢ per mile, (per KSA 75-3203) and to approve resolutions establishing and setting limits to petty cash and activity funds as listed. Action 7-0

MOTION
ESTABLISH
MILEAGE RATE/
PETTY CASH
AND ACTIVITY
FUND
RESOLUTIONS

		Resolution #'s
Southwest Elementary School	\$ 500.00	20/21-2 & 10
Liberty Middle School Instructional	\$ 500.00	20/21-3
Liberty Middle School Activity	\$1,500.00	20/21-6 & 11
Pratt High School Instructional	\$ 500.00	20/21-4
Pratt High School Activity	\$1,500.00	20/21-7 & 12
U.S.D. 382 Central Office	\$1,500.00	20/21-5

Chris Drake moved and Jennifer Hopkins seconded to adopt resolutions 20/21-8, 9, 13, 14, the guidelines for early payment of bills and the 1116 hour calendar. Action 5-0.

MOTION
ADOPT
RESOLUTIONS
8, 9, 13, 14 and
GUIDELINES
FOR RECORDS
DESTRUCTION
AND EARLY
PAYMENT OF
BILLS

Resolution 20/21-8	GAAP Waiver
Resolution 20/21-9	Record Destruction Guidelines
DJEJ Policy	Guidelines for Early Payment of Bills
Per KSA 72-1106 -	1116 hour Calendar
Resolution 20/21-13	BOE Policies
Resolution 20/21-14	Home Rule Policy

Chris Drake moved and Jennifer Hopkins seconded to approve membership in ESSDACK. Action 7-0.

MOTION
APPROVE
ESSDACK
MEMBERSHIP

Mark Fincham moved and Jeremy Demuth seconded to approve the new student/adult breakfast and lunch prices as listed. Action 7-0.

MOTION
APPROVE .10¢
INCREASE IN
MEALS

Chris Drake moved and Donna Hoener-Queal seconded to approve USD 382 participation in Federal and Title programs. Action 7-0.

MOTION
APPROVE
PARTICIPATION
IN FEDERAL &
TITLE PROGRAMS

Mark Fincham moved and Jeremy Demuth seconded to approve a 3% increase for all classified employees. Action 7-0.

MOTION
APPROVE
3% INCREASE -
CLASSIFIED
SALARIES

Chris Drake moved and Mark Fincham seconded to approve the substitute pay rate of \$125/day while the CDC lists the US in the pandemic. Action 7-0.

MOTION
APPROVE SUB
PAY DURING
PANDEMIC

Jennifer Hopkins moved and Donna Hoener-Queal seconded to approve the early graduation requests as presented. Action 7-0.

MOTION
APPROVE EARLY
GRADUATION
REQUESTS

Bill Bergner moved that the board and superintendent recess into executive session at 8:33 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:48 p.m. in the board room. Jeremy Demuth seconded. Action 7-0.

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:48 P.M

Bill Bergner moved that the board and superintendent recess into executive session at 8:48 p.m. to discuss personnel pursuant to the non-elected personnel exception under KOMA and that open meeting shall resume at 8:58 p.m. in the board room. Mark Fincham seconded. Action 7-0. (Tony Helfrich exited at 8:57 p.m.)

MOTION
EXECUTIVE
SESSION -
PERSONNEL

OPEN MEETING: 8:48 P.M

Chris Drake moved and Mark Fincham seconded to approve the personnel changes as Listed. Action 7-0.

MOTION
APPROVE
PERSONNEL
CHANGES

Tracy McMullen	Beyond the Bell Tutor	Resignation
Brent Hoelting	LMS Head Track Coach	New Assignment
Summer Younie	PHS Asst. Track Coach	New Assignment
Melissa Couture	Sub Bus Driver & Transp. Asst.	New Hire
Tony Smith	TSA	Position Eliminated
Karen Schoenberger	Title I Parent Involvement Coordinator	Position Eliminated
Dee Hill	LMS Library Para	New Assignment
Dee Hill	LMS Tier Para	Position Eliminated

Jennifer Hopkins moved and Chris Drake seconded to approve listed salary increases for administrators. Action 7-0.

MOTION
APPROVE
ADMIN SALARY
INCREASES

Announcements:

Parent Forum – July 14, 2020 at 7:00 p.m. in the LMS Auditorium with overflow in the PHS Commons Area.

Mark Fincham moved for adjournment at 9:14 p.m. Chris Drake seconded. Action 7-0.

MOTION
ADJOURN

Clerk, Board of Education #382