



BOARD REPORT

January 12, 2009

5:00 p.m.

BOARD OF EDUCATION MEETING

Board Members: Dr. Marjorie Beebe; Mrs. Jean Cavanaugh; Mr. David Holste; Mr. Homer Kruckenberg; Mr. Kevin Mauler; Mrs. Barbara McPherson; and Mr. Dwight Young.

Presentations / Recognitions:

- Student Recognition – Cory Monroe to MIT

Congratulations to GBHS Senior Cory Monroe, who is heading for the Massachusetts Institute of Technology! The MIT Office of Admissions Office message is noted below.

On behalf of the Admissions Committee, it is my pleasure to offer you admission to the MIT Class of 2013. You stood out as one of the most talented and promising students in one of the most competitive applicant pools in the history of the Institute. Your commitment to personal excellence and principled goals has convinced us that you will both contribute to our diverse community and thrive within our academic environment. We think that you and MIT are a great match.

Cory was presented a certificate for his achievement. Cory's grandmother, Sandy Monroe proudly watched as Cory was congratulated.

- Above and Beyond Award

The BOE appreciates employees who professionally support co-workers as well as those who go beyond their job description to benefit their peers. Steve Corn, custodian at GB Middle School, went that extra step.

Barb Thoren, teacher of grade 3 at Park Elementary School, sought some T-stools for classroom use. Mr. Corn utilized his skills, his own lumber, and his off-duty time to construct four T stools to fulfill the request. Mrs. Thoren showed to Board members and guests one of the T-stools, and she demonstrated how children use the T-stools to help use their energy and to improve their learning focus. The Board members and Mrs. Thoren expressed thanks to Steve for going *Above and Beyond*.

- School Board Recognition Month

January is *School Board Recognition Month*. In celebration of *School Board Recognition Month*, each board member was presented a fruit pie. The administration, faculty, and staff of USD 428 extended thanks to the USD 428 Board of Education members for their generous volunteer public service and for their encouragement in educational endeavors.

Communications:

- **Board Member Comments.** Jean Cavanaugh noted that some GB Middle School students were disappointed to learn they would not have the opportunity for competitive soccer next fall. Jean noted that sixth grade students attending the Houston school where her sister teaches take six weeks of foreign language instruction and that the language opportunities include Spanish, French, Italian, Latin, Hebrew, and Chinese. Jean hopes the USD 428 students will have the opportunity to watch the 1/20/09 inauguration ceremony as Barack Obama becomes the nation's president; and she believes Mr. Obama's presidency will inspire minority students to work toward attaining high goals. Additionally, Jean sees a need for students to understand laws, including driving laws, and to realize the importance of complying with schedules in fulfilling consequences for mistakes.
- **USD 428 Education Foundation.** Jean Cavanaugh noted the profit from the USD 428 Education Foundation dinner 11/25/08 is \$7,140.22.

Foundation trustees encourage teachers to complete and submit 2009-2010 mini-grant applications. The forms will be received at the DEC until 4:00 p.m., on January 19, 2009.

Approval of 2009-2010 GBHS Program of Studies: On 12/8/08, Board members heard a first reading of the 2009-2010 Program of Studies for GB High School. At this second reading, the Board approved the program of studies.

Approval of Roof Bid for Washington ECC: Under the direction of Horst, Terrill, and Karst, PA, bids were opened on 1/12/09 for reroofing Washington Early Childhood Center (the original portion of the building as well as the 1950s addition). Bids were received from Dave's Roofing, High Plains Roofing, Roof Masters, Diamond Roofing, Wray Roofing, and Washington Roofing. The base bid was for modified bit, with an alternate bid for other systems; and all bids included a twenty-year warranty. Following discussion, the Board approved the low bid from Roof Masters, at a cost of \$165,197.00, utilizing TPO roofing membrane.

Administrator Cell Phones: The district policy of providing cell phones to district employees or officials has been reviewed due to recent activities of the Internal Revenue Service. The IRS has changed its position regarding the rules of Code Section 274. In brief, this code section labels cell phones as *listed property*, meaning they are subject to the accountability requirements of the code section. Unless adequate documentation is available to prove that the use of cell phones by employees is for the business purposes, the IRS can consider all the cost of the cell phones to be personal and thus taxable compensation to district employees. The IRS defines *adequate documentation* to include the amount of each expenditure, its date, and the business purpose. If this IRS standard is followed to the letter, it would mean maintaining a written record of every call on a cell phone bill, along with the business purpose of the call. Calls not adequately identified as business would be considered personal and taxable to the cell phone user.

Current district policy allows no personal use, but it is not monitored. The administrative burden of enforcing this type of accountability plan to keep all phones in compliance with Code Section 274 and regulations may be too much. An alternative plan to the requirements of the code section is described below.

ACCOUNTABILITY PLAN

Policy: District-provided cell phones are for business use only.

Administrators: Designated district-level administrators will be provided a stipend toward their salary (amount to be determined) to help cover the cost of monthly basic service. In order to maintain the stipend, the administrator must provide the number and must maintain consistent phone service.

District Phone User: Designated staff members required to carry a phone will only make business calls on the phone. These phones will not be taken home and will only be used during the employee's duty day. A call log will be kept by the employee and verified by the supervisor each month. Any undocumented calls will be considered personal and reimbursed.

Building Cell Phones and Bus Cell Phones: The district will provide cell phones to each building for emergency use only. A call log will be kept by the school secretary and will be verified by the building principal each month. Any undocumented calls will be considered personal and reimbursed.

Other District Staff: No cell phone/cellular service will be provided to any other staff member.

The administration recommended approval to provide to twenty administrators a \$40 monthly stipend in return for their providing the phone and consistent service. This would begin in July of 2009, at the start of the 2009-2010 administrator / director contracts. Board action will be taken at a subsequent meeting.

Curriculum and Instruction Report:

- Kansas Assessments. USD 248 teachers are currently giving formative assessments to students, and all are ready to meet the Kansas Assessments deadlines. The state proposes that by 2009-2010 all schools will take state assessments electronically (exceptions would be students needing accommodations).
- Update on 2008-2009 Curriculum Adoptions. Board members received an update on activities relating to the 2008-2009 textbook adoptions for *K-12 Social Studies* and for *Drama*. During January of 2009 vendors are presenting social studies materials, and teachers will utilize the products in the classrooms during February to verify effectiveness. For the drama adoption, pricing is currently being studied.

Meeting Minutes. Minutes will be provided at a later time for the following meetings: the 1/12/09 meeting of the Professional Development Council (PDC); and the 1/6/09 meeting of Curriculum Steering.

Business / Operations / Clerk / State and Federal Programs Report:

- BOE Room Design. The administration presented some options for a new design for walls in the BOE room at the District Education Center, although no decisions were made. There was discussion regarding the district's current logo.
- Review of Capital Projects Timeline. The Board reviewed a summary and timeline for 2008-2009 capital outlay projects, including: (1) GBHS press box; (2) GBHS auditorium remodeling and additional space; (3) relocation of special services office; (4) improved parking at the soccer field; (5) reroofing of Washington ECCC; (6) completion of miscellaneous roof issues across the district; and (7) technology instructional tools for teachers. Another project, the Morrison demolition, has been completed.

Dan Brungardt noted the future possibility of moving the Riley kindergarten, now located at Washington Early Childhood Center, back to Riley Elementary School. The vacated space at Washington and some space at the District Education Center could possibly be utilized for the Special Services relocation or could reduce the size of a new site to be purchased. Special Services Director Christie Gerdes indicated she would want assurance of ample office space and meeting rooms before moving, and she would insist on keeping all programs intact (including gardening).

- E-Rate. This year was the last year of a Cox seven-year contract for the wide-area network (WAN), which connects all schools and the District Education Center for fiber optic service. The WAN was rebid. Cox Communications bid \$64,800 per year for the next five years. Along with that, several other contracts were bid for multiple years, as itemized below. The Board approved the following contracts according to the contract lengths noted.

Contracts for E-Rate	<u>Monthly Fee</u>	<u>Yearly Rate</u>	<u>After E-Rate Funding</u>
Nex-Tech (5-year contract): E-mail Accounts	\$ 250.00	\$ 2,000.00	\$ 810.00
KanRen (3-year contract): Internet Access – 20 mb	4,161.67	49,940.00	13,483.80
Cox Communications (5-year contract): Wide Area Network – eight schools plus the DEC	5,400.00	64,800.00	17,496.00
Nex-Tech (year-to-year):			
POTS (plain old telephone service)	1,685.45	20,225.40	5,460.86
Long Distance (district wide)	175.82	2,109.84	569.66
Internet Access (food service, warehouse, and special ed.)	279.95	3,359.40	907.04
Cell Phone	847.00	10,164.00	2,744.28
		<u>E-Rate</u>	<u>District Cost</u>
Total		\$153,598.64	\$41,471.63

- Press Box and Bleacher Information. The Board previously considered improvements to the GBHS press box, and there was subsequent discussion regarding updating the 58-year-old bleachers which area not ADA compliant. Dan Brungardt described a 10' x 42' press box plan and also itemized options (base option and VIP option) for the bleachers project. Following discussion regarding potential costs and stadium utilization, there was consensus to seek bids on the press box / bleacher project.

Superintendent’s Report:

- District’s Calendar for 2009-2010. The Calendar Committee will soon develop the district’s 2009-2010 calendar. Board members were encouraged to present their own calendar suggestions and to provide input received from patrons.
- Receipt of Contributions. Following Policy DFK (Gifts and Bequests), the BOE was notified of contributions. Board approval was given.
 - To Jefferson Elementary School: The Jefferson PTO wishes to donate a new microwave oven (value \$128.75) for supervised student use in the Jefferson gymnasium.

- To Future Farmers of America: The family of Lois Marie Schneider suggested FFA for memorial contributions. The district has received \$103.00 from this source, and the administration recommends accepting the generous gift in memory of Ms. Schneider.

Bills and Financial Reports: Dan Brungardt presented the warrants, financial report, travel summary, and health insurance status report to the Board members.

Consent Agenda: Board members, by consent, approved the following details.

- Approval of BOE Meeting Minutes: 12/8/08 and 1/5/09
- Bills and Financial Reports: As presented by Dan Brungardt.
- Personnel Report: None

Executive Session: The Board met in Executive Session for the discussion of nonelected personnel. No action resulted from the executive session.

Executive Session: The Board met in Executive Session for the discussion of negotiations. No action resulted from the executive session.

Announcement of BOE Member's Resignation: Homer Kruckenberg announced his resignation from the USD 428 Board of Education, effective 1/13/09, for medical reasons. The administration and Board will verify the legal details and will develop a process for filling the vacancy.

Upcoming Meeting Dates: Board members were reminded of meetings.

- **BOE Luncheon Meeting:** at noon on January 27, 2009, at Jefferson Elementary School.
- **KASB Governmental Relations Conference:** on February 18 and 19, 2009, in Topeka.
- **IBB Sessions:** 8:30 a.m., until 3:30 p.m., on March 11 and 25, 2009, at the DEC.

Adjournment: The meeting was adjourned.

