



BOARD REPORT

July 14, 2008

5:00 p.m.

Minutes of Meeting: 2007-2008 Board of Education

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

Recognitions / Achievements / Communications:

- Board Member Comments. Jean Cavanaugh recently enjoyed a visit from her out-of-town son and grandson. During their stay, Jean organized a soccer game involving 25 youth, including the grandson, and it was an enjoyable event. Mrs. Cavanaugh's son was impressed with the excellent condition of the soccer fields.

Mrs. Cavanaugh encouraged attendance at a League of Women Voters-sponsored candidate forum scheduled at 7:00 p.m., on July 16, 2008, at the Crest Theatre in Great Bend. She also expressed concern at the appropriateness of some high school class assignments for particular students.

Dwight Young thanked the district's summer painting crew for providing a fresh new look to the District Education Center.

Request for Early Graduation: Sierra Burkes, a student slated to be a senior at GB High School, requested a waiver of the seven-semester requirement of *BOE Policy JFCA – Early Graduation*. Sierra has completed all other course requirements for graduation, and she wishes to begin college this fall. The Board approved the waiver of BOE Policy JFCA, as requested.

Adjournment of 2007-2008 BOE: The 2007-2008 Board of Education adjourned.

Organization of the 2008-2009 Board of Education

Call to Order / Roll Call: Board of Education Clerk Dan Brungardt called to order the 2008-2009 Board of Education. Members present: Dr. Marjorie Beebe; Mrs. Jean Cavanaugh; Mr. David Holste; Mr. Homer Kruckenberg; Mr. Kevin Mauler; Mrs. Barbara McPherson; and Mr. Dwight Young.

Election of Officers: Continuing the office held during the prior three years, Dwight Young was elected BOE President for 2008-2009. Kevin Mauler was renamed the 2008-2009 Vice-President. President Young resumed chairing the meeting.

Consent Agenda – Appointments / Designations: Mr. Kruckenberg requested that the attorney appointment be removed from the consent agenda. Following a review of other recommendations, the Board approved the following 2008-2009 appointments / designations, as noted below.

<u>Board Clerk</u>	<i>Dan Brungardt</i>
<u>Assistant Clerk</u>	<i>Patty Vratil</i>
<u>Treasurer</u>	<i>Margaret Evers</i>
<u>Assistant Treasurer</u>	<i>Shannon King</i>
<u>Truancy Officers</u>	<i>Learning Center Principals and Asst. Principals</i>
<u>Hearing Officer for Free and Reduced Food Service Representative</u>	<i>Tom Vernon.</i>
<u>KPERS Representative</u>	<i>Karl Sprague</i>
<u>Federal / State Grant Representatives</u>	<i>Dan Brungardt</i>
<u>USD 428 Education Foundation Representative</u>	<i>Tim Friess; Dan Brungardt; Christie Gerdes</i>
<u>Titles VI, VII, and IX, and Section 504 Representatives</u>	<i>Jean Cavanaugh</i>
<u>KASB Governmental Relations Network Representative</u>	<i>Ruth Heinrichs; Christie Gerdes</i>
<u>Freedom of Information Officer</u>	<i>Jean Cavanaugh</i>
<u>Records Custodian</u>	<i>Deb Hoffman</i>
	<i>Dan Brungardt</i>

Name Depositories for District Funds

<u>Active Accounts (Operating Account)</u>	<i>July, 2008</i>	<i>First Kansas Bank</i>
<u>Direct Deposit (Payroll):</u>	<i>July, 2008</i>	<i>Farmers Bank and Trust</i>
<u>Direct Deposit (from State of Kansas):</u>	<i>July, 2008</i>	<i>Farmers Bank and Trust</i>

Idle Funds: The district will invest idle funds with bank(s) within the district that will pay the public fund rate. Depository banks will have a Kansas charter.

Selection of Official District Newspaper *Great Bend Tribune*

District Insurance Committee Members *Jean Cavanaugh*

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| <u>Committee Membership</u> | 1 | Board of Education Member |
| | 4 | Teachers (selected by GB-NEA) |
| | 3 | Principals (selected by DEC Administrators) |
| | 1 | Custodian (selected by Director) |
| | 1 | Maintenance (selected by Director) |
| | 1 | Food Service (selected by Director) |
| | 2 | Secretaries (selected by DEC Administration) |
| | 2 | Directors (selected by DEC Administration) |
| | 1 | Retired Employee (selected by DEC Administration) |
| | 1 | Recorder (Assistant Clerk) |
| | 1 | DEC Administrator (Director of Business and Operations) |

Homeless Coordinator
BOE Members to 2008 IBB Team
BOE Representatives to the GBHS
Hall of Fame

Dan Brungardt
Dwight Young and Kevin Mauler

Kevin Mauler and Homer Kruckenberg

There was discussion regarding the 2008-2009 appointment of the school district's attorney. A motion to table the topic failed on a 3-4 vote. The BOE then approved sending out requests to local attorneys for proposals.

Consent Agenda – Organizational Procedures: By consensus vote, the following organizational procedures were approved for 2008-2009.

- Recommendation for Early Payment of Claims
- Adoption of 1,116-Hour Calendar for 2008-2009
- Approval of Mileage Rate for Approved Travel for District Employees
- Rescind Previous Policy and Adopt BOE Policy Manual for the 2008-2009 Year
- Authorization of Certificates for Manual Signature
- Approval of 2008-2009 Petty Cash Resolution
- Approval of Resolution to Maintain an Activity Funds
- Approval of Resolution to Waive the Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for 2008-2009
- Resolution to Establish Home Rule by Board of Education
- Approval to Publish Notifications
- Resolution to Authorize Bank Signature Card Designees
- Substitute Teacher Pay for 2008-2009
- Freedom of Information: Copy Costs

Budget Study: Dan Brungardt opened the Budget Study by explaining the mill levy computation and by defining some of the major budgetary funds (general fund, supplemental general fund, capital outlay, and bond and interest). He itemized expenditures for administrator salaries, utilities, teaching supplies including classroom technology, and more. Mr. Kruckenberg cautioned against liberal spending and cost overruns.

The district's valuation has increased significantly. Mr. Brungardt explained the relationship of lower mill levies with higher valuations and also the potential impact of lower state equalization payments for the subsequent year in such circumstances. The 2008-2009 budget is built on an estimated student enrollment of 9/20/08, with a state audit midwinter to determine the official count on which state funding is based.

The Board was presented the following proposed 2008-2009 capital outlay projects.

Remodel HS auditorium; construct additional behind-stage space.
Fix miscellaneous roof issues across the district.
Reroof Washington ECC.
Purchase technological instructional tools for teachers.

Construct new press box.
Relocate Special Services office.
Build parking area for soccer field.

With reference to the final item above, the schools' parent organizations, in the past, have raised money to provide new technology products, and such purchases were gratefully accepted. The

district, however, wishes to provide \$15,000 to each learning center for needed technology purchases and then propose to parent organizations a different concept for raising funds. There would be a cessation of K-8 fund raisers involving sales by students and parents. In-school fund raisers such as collection of *Box Tops for Education* could continue, and that income could be utilized for events focusing on education rather than on products. By BOE consensus, the administration will meet with K-8 parent organizations with the proposal.

In other capital outlay conversation, it was noted that educational space needs have changed since completion of the bond issue enhancements. Factors such as all-day kindergarten, special education needs, and curriculum presentation processes have created needs for reconfiguring existing space and for creating some additional areas. A plan, utilizing current funding, will be built.

Mr. Brungardt distributed a document identifying district-owned vehicles in the following categories: activities, food service, maintenance and grounds, special services, and technology. Accompanying the listing was a proposed vehicle replacement schedule.

Each BOE member received a proposed 2008-2009 budget document. Following explanations of funds, Mr. Brungardt indicated that the district's proposed mill levy is 44.37, which is a reduction of 1.34 mills. The BOE will subsequently meet to approve *Tribune* publication of the 2008-2009 budget.

Business / Operations Report:

- Scanning of GBHS Transcripts. State statute requires that students' high school transcripts be kept forever, and USD 428 has fulfilled this directive by having the 22,520 transcripts from the past 90 years scanned and stored. Additionally, 8,181 student records from the past 25 years were scanned. Available student records older than 25 years were previously microfiched. Advantages of the scanning and storage process are as follows.
 - Eliminate the need for storage space of documents.
 - Increase accessibility by way of computerized searches.
 - Provide safety of records through on-site and off-site placement.

Superintendent's Report:

- Report on Administrative Retreat. The USD 428 administrators met at the Perkins Restaurant meeting room on June 18 and 19, 2008, for a leadership retreat facilitated by Mark Rolewski of the Data Driven Reform Group. Dr. Vernon considers the sessions very productive. The group reviewed the district's Mission Statement; and they sought to identify what is important educationally to the administration, the teachers, and the students. Many topics were forefront, including positive relationships, working conditions, professional development, and the pursuit of success for all. Each learning center established targets, and related discussion will occur at monthly administrator meetings so that no goals lose force. Administrators will stay aware of traits identifying excellent teaching and will improve the frequency and quality of supervision for effective teaching and learning.

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

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

- Approval of BOE Meeting Minutes: June 2, 9, and 27, 2008.
- Bills and Financial Reports: Approved as presented by Dan Brungardt.
- Personnel Report:

Certified Teacher Resignations

- Mr. Carleen Cantrell, Teacher of Mathematics at GB Middle School.
- Mrs. Tracey Pettijohn, Teacher of Kindergarten at Park Elementary School.

Certified Teacher Appointments

- Mrs. Patricia Berger, Special Education Teacher (ED at Riley) for the Barton County Cooperative of Special Services.
- Mr. Andrew Wirtz, Teacher of Orchestra for Grades 6-12.

Upcoming Meeting Dates: Board members were reminded of upcoming meetings.

- **BOE Meeting to Approve Publication of the Budget:** at 5:00 p.m., on July 23, 2008, at the District Education Center.
- **Continental Breakfast and School Year Kick-off:** morning of August 13, 2008, at the GBHS Commons.
- **First Day of School for Students:** August 18, 2008 (full day for elementary, GBMS, and freshmen at GBHS).

Adjournment: The Board of Education meeting adjourned.

