



# BOARD REPORT

July 11, 2011

5:00 p.m.

**Board Members:** Wade Babcock (absent); Joyce Carter (absent); Jean Cavanaugh; David Holste; Dr. Larry Kutina; Kevin Mauler; and Dwight Young.

## **Recognitions / Communications:**

- Board Members' Comments

Jean Cavanaugh noted that Rigo Rameriz, a GBHS alumnus who recently graduated from medical school is now working at a nephrology center at Parkland Hospital in Dallas, TX. Another GBHS graduate, Jose Garcia, earned Honor Roll status at Garden City Community College. Mrs. Cavanaugh's granddaughter, Courtney Cavanaugh, will enter KU Medical School this fall.

Jean extended appreciation to the administration and staff at the District Education Center for working with her during her boardsmanship. She complimented GB High School administrators Tim Friess, John Popp, Randy Wetzel, and David Meter for positively influencing students through listening, guiding, and caring. Jean thanked Dale Hogg of *The Tribune* for high standards in covering and reporting board meetings. She then extended best wishes to Cheryl Rugan and Doug Bender as they begin their terms as members of the USD 428 Board of Education.

Mrs. Cavanaugh hopes that a *Consumer Finance* class will eventually be included in the GBHS curriculum. Dwight Young commented that the topic of consumer math was mentioned numerous times during a recent KASB-sponsored listening tour in which he participated.

David Holste indicated that he is grateful for his eight-year BOE membership. During those years he learned a great deal about education in Kansas and locally, including business operations, school finance, and curriculum.

**Adjournment of the 2010-2011 Board of Education:** USD 428's Board of Education, administration, staff, and students thanked Jean Cavanaugh and David Holste for their diligence and dedicated service as Board members. The 2010-2011 Board of Education adjourned.

## **Organization of the 2011-2012 Board of Education**

**Call to Order / Roll Call:** Dwight Young, the 2010-2011 president, called the meeting to order, opening the 2011-2012 year. Doug Bender and Cheryl Rugan were welcomed as newly elected Board of Education members. Mr. Bender and Mrs. Rugan each had signed an Oath of Office at the office of the Barton County Clerk.

**Election of Officers:** Continuing the offices held during the prior year, Dwight Young is the 2011-2012 BOE president, and Kevin Mauler is the vice-president.

**Consent Agenda – Appointments / Designations:**  
2011-2012 appointments / designations.

The Board approved the following

<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</u>	<i>Tom Vernon</i>
<u>Food Service Representative</u>	<i>Karl Sprague</i>
<u>KPERS Representative</u>	<i>Dan Brungardt</i>
<u>Federal / State Grant Representatives</u>	<i>Randy Wetzel; Dan Brungardt; Christie Gerdes</i>
<u>USD 428 Ed Foundation Representative</u>	<i>Kevin Mauler</i>
<u>Titles VI, VII, IX, and Section 504 Reps</u>	<i>Ruth Heinrichs; Christie Gerdes</i>
<u>KASB Govt. Relations Network Rep</u>	<i>Dwight Young</i>
<u>Freedom of Information Officer</u>	<i>Deb Hoffman</i>
<u>Records Custodian</u>	<i>Dan Brungardt</i>
<u>Name Depositories for District Funds</u>	
<u>Active Accounts (Operating Account)</u>	<i>July, 2011 American State Bank</i>
<u>Direct Deposit (Payroll):</u>	<i>July, 2011 Farmers Bank and Trust</i>
<u>Direct Deposit (from State of Kansas):</u>	<i>July, 2011 Farmers Bank and Trust</i>
<u>Idle Funds:</u>	<i>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.</i>
<u>Selection of Official District Newspaper</u>	<i>Great Bend Tribune</i>
<u>District Insurance Committee Members</u>	<i>Dr. Larry Kutina</i>
<u>Committee Membership</u>	
1	Board of Education Member
4	Teachers* (selected by GB-NEA)
3	Principals* (selected by DEC Administrators)
1	Classified: Custodial/Maintenance/Transportation/Grounds* (selected by Director)
1	Classified: Food Service* (selected by Director)
1	Classified: Other—Not Cust/Maint/Trans/Gr/Fd Service* (selected by Director)
1	Director* (selected by DEC Administration)
1	GB-NEA President
1	DEC Administrator (Director of Business and Operations)
	<i>*Three-year term, with a maximum of two terms.</i>
<u>Homeless Coordinator</u>	<i>Dan Brungardt</i>
<u>BOE Members to 2012 IBB Team</u>	<i>Dwight Young and Kevin Mauler</i>
<u>Attorney</u>	<i>Mark Calcara</i>
<u>BOE Rep to the GBHS Hall of Fame</u>	<i>Kevin Mauler</i>
<u>BOE Rep to Supplemental Salary Committee</u>	<i>Kevin Mauler</i>

**Consent Agenda – Organizational Procedures:**  
were approved for 2011-2012.

The following organizational procedures

- Recommendation for Early Payment of Claims
- Adoption of 1,116-Hour Calendar for 2011-2012
- Approval of Mileage Rate for Approved Travel for District Employees
- Rescind Previous Policy and Adopt BOE Policy Manual
- Authorization of Certificates for Manual Signature

- Approval of Petty Cash Resolution
- Approval of Resolution to Maintain Activity Funds
- Approval of Resolution to Waive the Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for 2011-2012
- Resolution to Establish Home Rule by Board of Education
- Approval to Publish Notifications (EOE, Privacy Act, and Asbestos)
- Resolution to Authorize Bank Signature Card Designees
- Freedom of Information Copy Costs
- Disposition of Property
- Destruction of Records
- 2011-2012 Substitute Teacher Pay

**Approval of 21<sup>st</sup> Century Grant:** The BOE previously approved the administration's application for a 21<sup>st</sup> Century grant. On 6/22/11 the district was awarded a five-year 21<sup>st</sup> Century grant for funding after-school instruction at Park and Riley Elementary Schools, the only eligible schools based on demographics. The annual payment for the first three years is \$70,000. Grant income for the two schools allows the district to facilitate after-school programs at all schools. The Board approved acceptance of the grant.

**Approval to Submit Grant Application:** Michelle Cape, Helping Hands Coordinator, wishes to submit to the Golden Belt Community Foundation a competitive grant application for \$2,288.00. If awarded, the money would be spent for updated assessment materials, including six hand-held video recorders @ \$109. The BOE approved submission of the grant application.

**E-Rate Update:** Following a review of details of money awarded to the district in the federal E-rate program, the BOE accepted the funds for next year.

<b>E-RATE FUNDING COMMITMENTS</b>			
	<u>Total Cost</u>	<u>Funding Commitment from USAC</u>	<u>District Cost</u>
<b>Internet Access</b>			
Cox Kansas Telecom (fiber optics between buildings)	\$ 64,800.00	\$ 52,488.00	\$12,312.00
KanREN, Inc. (internet provider)	46,417.08	37,597.83	8,819.25
<b>POTS (Plain Old Telephone Service)</b>			
Nex-Tech, Inc. (phone service)	18,708.00	15,153.48	3,554.52
Nex-Tech, Inc. (long distance)	2,235.96	1,811.13	424.83
<b>Cellular Phone Service</b>			
Nex-Tech Wireless	9,757.44	7,903.53	1,853.91
<b>E-Mail</b>			
Nex-Tech, Inc.	1,782.00	1,443.42	338.58
<b>Total</b>	<b>\$143,700.48</b>	<b>\$116,397.39</b>	<b>\$27,303.09</b>

**GBHS Athletic League Affiliation:** On 6/13/11 Activities Director David Meter described ongoing scheduling issues of GBHS for football, basketball, baseball, and softball. When past game dates were unfilled within the Western Athletic Conference (WAC), Mr. Meter attempted to fill dates through the Ark Valley Chisholm Trail League (AVCTL), Greater Wichita League, and Centennial League.

Mr. Meter stressed the need for strong team competition within reasonable travel and budgetary parameters. The time could be appropriate to pursue affiliation with a league other than WAC; and AVCTL is a possibility, though inclusion probability is doubtful since their leadership does not seem interested in expanding their league. The process for applying to the AVCTL for membership, if the BOE would so approve, would be to submit a letter of request prior to 8/3/11. League members and the Superintendents' Council would then vote. If membership were denied, the district could petition the Kansas State High School Activities Association (KSHSAA). Following discussion, the Board approved the district's submitting the letter to the AVCTL requesting affiliation.

Dr. Roger Marshall, district patron, inquired whether the KSHSAA is obligated to help the district gain affiliation in AVCTL and learned that their intervention would be doubtful. A request at this time could, however, be beneficial as time passes.

**Budget Study:** Dan Brungardt opened the Budget Study by listing the district's educational goals and by indicating how the goals are being met. He explained the mill levy computation and defined major budgetary funds (general fund, supplemental general fund, capital outlay, and bond and interest). He noted that the student enrollment and the weighting factors are keys for budgetary computations.

BOE members received copies of the tentative 2011-2012 budget documents. The budget is based on an estimated student enrollment of 3,013. The district's proposed mill levy is 44.950; however, budget review will continue and that figure could vary slightly. The 2011-2012 base budget per pupil is \$3,780, which is lower than the previous year's BBPP. In order to counteract the reduced BBPP for 2011-2012, the district will expend contingency reserve funds over the set maximum, monitor spending, and utilize attrition when possible to control employment costs. Mr. Brungardt will meet with Dale Dennis of the Kansas State Department of Education Fiscal Services for a summative budget review prior to presenting the final document to the BOE for approval.

Mr. Brungardt provided comparative mill levy data of USD 428 with that of similar size schools and other Barton County schools. He provided histories of USD 428's base budget per pupil, mill levy, enrollment, and payment schedule for indebtedness.

The BOE will meet 7/21/11 to approve *Tribune* publication of the 2011-2012 budget; and the Budget Hearing is scheduled at 5:00 p.m., on 8/8/11.

### **Curriculum and Instruction Report:**

- Professional Development. Ruth Heinrichs provided the 2011-2012 professional development schedule for both teachers and principals. Teacher classes include a July session of *Kagan Cooperative Learning*. The *Fred Jones* class and orientation sessions will benefit new teachers. In pre-service days, *Danielson's Framework for Effective Teaching* will be presented at the school sites. Additionally, three graduate classes will be available during 2011-2012 for college credit or inservice points: *Instructional Model*; *Positive Classroom Management*; and *Positive Classroom Discipline*.

Mrs. Heinrichs explained USD 428's ongoing mentoring program for first-year teachers, second-year teachers, ambassadors, and first-year principals.

- Report of Professional Development Council (PDC). Mrs. Heinrichs summarized the 2010-2011 PDC operations and accomplishments relating to 314 licensed teachers' Individual Professional Development Plans. Through the year the PDC gave approval for 12,893 PDC points and 232 college credits.

**Business / Operations Report:**

- Projects Update. The spring 2011 roofing projects are now complete. Within a week, the district will start relocating the office of Special Services to the Washington site.
- 2011-2012 Projects. Dan Brungardt will meet with a representative of HTK to review roofing needs and to renew the maintenance plan to extend life of roofs. A follow-up report will be given to the BOE in August. Mr. Brungardt will also consult HTK regarding recommended maintenance and improvement of the GBHS track. A carpet replacement schedule for the district will be discussed.
- 2011-2012 Equipment Replacements
  - ✓ Bus. An eleven-year-old Special Services bus has mechanical problems. The district will consider options of buying a replacement (new or used) or funding major repairs.
  - ✓ Fork Lift. As part of the 2010-2011 replacement schedule, the BOE authorized the administration to search for an appropriate new or used fork lift. Although to date no appropriate unit has been located, the need remains either through a purchase or through major repairs to the current fork lift.
  - ✓ Additional Equipment. The administration will subsequently present to the BOE a recommended vehicle replacement schedule.

**Superintendent's Report:**

- District Policy On Line. Superintendent Vernon noted that the BOE Policy Book is now available on the district's web site at [www.usd428.net](http://www.usd428.net) and that this on-line policy book will replace board members' former hard copies.

**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 13 and 28, 2011.
- Bills and Financial Reports: Approved as presented by Dan Brungardt.
- Personnel Report:
  - Certified Teacher Appointments
    - Mr. Jared Grillot, Math Facilitator at Riley Elementary School.
    - Ms. Jessica Lillard, SFA Teacher / Tutor at Riley Elementary School.
    - Ms. Megan Roberts, School Psychologist for Barton County Cooperative of Special Services.
    - Mr. Aaron Scott, School Psychologist for Barton County Cooperative of Special Services.
    - Mr. Bryan Scott, Teacher of Physical Education at Riley Elementary School.

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

**Dan Brungardt's Budget Meeting in Topeka:** On July 15, 2011, Mr. Brungardt will meet with Dale Dennis at the Kansas State department of Education to study/review the district's 2011-2012 budget.

- BOE Meeting to Approve Publication of the Budget:** at noon on July 21, 2011, at the District Education Center.
- Continental Breakfast and School Year Kick-off:** at 7:30 a.m., on August 16, 2011, at the GBHS Commons.
- First Day of School for Students:** August 17, 2011 (full day for elementary, GBMS, and freshmen at GBHS).

**Adjournment:** The Board of Education meeting was adjourned.

