

ROCK CREEK  
BOARD OF EDUCATION  
UNIFIED SCHOOL DISTRICT NO. 323  
POTTAWATOMIE COUNTY, KANSAS

MINUTES OF THE JULY 16, 2018 REGULAR MEETING

Board Members Present

Karol Fike  
Dee Forge  
Dawn Henry  
Trevor Jensen  
Anna Nippert  
Stuart Schwarz  
Jody Wick

Staff Present

Kevin Logan  
Mina Grutzmacher  
Daniel Ackland  
Scott Harshbarger  
Eric Koppes  
Michael Rottinghaus

1.0 CALL TO ORDER REGULAR MEETING

Stuart Schwarz, Board President, called the regular July 16, 2018 meeting to order at 7:00 p.m. at the Westmoreland Elementary School.

2.0 ORGANIZE BOARD FOR 2018-2019

2.1 Elect President

Dee Forge moved to nominate Stuart Schwarz for Board President. Karol Fike seconded the motion. Ayes - 6; Nays – 1 (Stuart Schwarz). Motion carried.

2.2 Stuart Schwarz moved to nominate Dee Forge for Board Vice President.

Anna Nippert seconded the motion. Ayes – 6; Nays – 1 (Dee Forge). Motion carried.

2.3 Designate KASB Governmental Relations Network Rep.

Trevor Jensen moved to appointed Stuart Schwarz as KASB Governmental Relations Network Representative. Dee Forge seconded the motion.

Ayes - 6; Nays – 1 (Stuart Schwarz). Motion carried.

2.4 Designate Clerk of the Board - Mina Grutzmacher

Trevor Jensen moved to designate Mina Grutzmacher as Clerk of the Board. Karol Fike seconded the motion. Ayes - 7; Nays – 0. Motion carried.

2.5 Designate Treasurer of the Board - Janice Doll

Karol Fike moved to appoint Janice Doll as Treasurer of the Board. Trevor Jensen seconded the motion. Ayes - 7; Nays -. Motion carried.

2.6 Designate School Board Attorney – Vic Jacobson

Karol Fike moved to appoint Vic Jacobson as USD 323 Board Attorney. Anna Nippert seconded the motion. Ayes – 7; Nays – 0. Motion carried.

- 3.0 ROUTINE ITEMS\* *(Consent items approved without discussion.)*
- 3.1 Approval of Agenda
- 3.2 Approval of Regular Meeting and Special Meeting Minutes
- 3.3 Treasurer’s Report
- 3.4 Payment of Bills
- 3.5 Transfers
  
- 4.0 CONSENT ITEMS\* *(No discussion, unless pulled from consent items.)*
- 4.1 Personnel Recommendations *(Approval)*
- 4.2 Out-of-District Student Applications *(Approval)*
- 4.3 Payroll Dates *(Approval)*
- 4.4 Resolution to Destroy Records *(Approval)*
- 4.5 U.S. Bank Institutional Trust and Custody Account and Agreement *(Approval)*

Trevor Jensen moved to approve agenda, minutes of June 11, 2018 regular meeting and June 27, 2018 special meeting, Payment of bills and consent agenda Items as approve the agenda and payment of bills and consent agenda Items as presented. Dee Forge seconded the motion. Ayes – 7; Nays – 0. Motion carried.

- 5.0 COMMENTS FROM THE PUBLIC *(Non Agenda Items Only)*  
 Martin Hanney, Cale Prater, Eric Woltje, Dan Pray, Laura Pray, Daniel Ackland, Michael Rottinghaus and Scott Harshbarger were present as observers.

- 6.0 REPORTS
- 6.1 Building Reports- Paper Reports only
- 6.2 Superintendent’s Report
- 6.21 Update on Summer Projects
- 6.22 Construction Project Update
- 6.23 KESA – Wendy Willi and Dan Pray – training June and July
- 6.24 Kagan Training August 13 & 14
- 6.25 Summer School July 9th-26<sup>th</sup>
- 6.26 District Office Secretary Position Interviews
- 6.27 IBB
- 6.28 Part time student support position at Westmoreland Elementary School
- 6.29 New Facility update, plans for Ground Breaking Ceremony, August 15 @ 5:30 p.m.

- 7.0 OLD BUSINESS
- 7.1 Proposals for Air Conditioning at Westmoreland Elementary School Gym and Rock Creek Jr. Sr. High FACS room.  
 Martin Hanney presented bid information for the proposed air conditioning project.

- 7.2 Student Handbook Changes 2018-2019
- 7.21 Rock Creek Jr. Sr. High School  
Trevor moved to approve the Rock Creek Jr.Sr. High School Student Handbook as presented. Dee Forge seconded the motion. Ayes – 7; Nays -0. Motion carried.
- 7.22 St. George Elementary School  
Anna Nippert moved to approve the St. George Elementary School Student Handbook. Dawn Henry seconded the motion. Ayes -7; Nays – 0. Motion carried.
- 7.23 Westmoreland Elementary School first reading.
- 8.0 NEW BUSINESS
- 8.1 2018-19 Recommended Actions
- 8.111 Rescind all 2017-18 Board Actions Which Established Policy and Approve Current Written Policies for the 2018-19 School Year
- 8.112 Appoint Kevin Logan:
  - Federal Programs District Representative – USDA FSA
  - Parents as Teachers
  - Special Ed Co-Op Representative
  - Hearing Officer: Free/Reduced Lunch Appeals
  - Authorized Impact Aid Representative
  - Assurance Officer for:
    - Title VI Civil Rights Act, 1964
    - Title IX Educational Amendments, 1972
    - Section 504 Rehabilitation Act, 1973
    - Americans with Disabilities Act, 1990
    - Title VII District Freedom of Information Officer
    - Student Expulsion Appeals Hearing Officer
    - Homeless Coordinator
    - District Coordinator: Asbestos
- 8.113 Appoint Scott Harshbarger:
  - District Coordinator: Federal TITLE I, II, IV & V
  - District Coordinator: State At-Risk
- 8.114 Appoint Pam Holaday
  - District Food Service Representative
- 8.115 Designate Mina Grutzmacher:
  - District KPERS Representative
- 8.116 Designate Truant Officers:
  - Eric Koppes, RCJSHS
  - Daniel Ackland, SGES
  - Scott Harshbarger, WES
- 8.117 Designate Custodian of Records:
  - Mina Grutzmacher, District
  - Eric Koppes, RCJSHS
  - Daniel Ackland, SGES
  - Scott Harshbarger, WES

- 8.118 Adopt Annual Waiver of Requirements for Generally Accepted Accounting Principles (K.S.A. 75-1120{c}) Resolution
- 8.119 Adopt Farmers State Bank, Westmoreland, as Official Depository for District Funds and St. George Elementary, Westmoreland Elementary, Rock Creek Jr Sr High School, and U.S.D. 323 Petty Cash Funds
- 8.120 Establish Petty Cash Limits
  - District Office: \$1,000 Administered by Kevin Logan
  - RCJSHS: \$1,500 Administered by Eric Koppes
  - SGES: \$1,000 Administered by Daniel Ackland
  - WES: \$1,000 Administered by Scott Harshbarger
- 8.121 Approve Allowance of Expenditures from Gate Receipts by RCJSHS Adm.
- 8.122 Adopt 1116 Hour (Minimum) School Calendar
- 8.123 Adopt Resolution to Establish Regular Board of Education Meeting Dates
- 8.124 Adopt Resolution to Establish Home Rule by Board of Education
- 8.125 Designate The Wamego Times as official district newspaper for publication of school notices.

Anna Nippert moved to approve the recommended actions 8.111 through 8.125 as presented. Trevor Jensen seconded the motion. Ayes - 7; Nays - 0. Motion carried.

- 8.2 Parents as Teachers Program FY 2019 Statement of Grant Award, Authorize Acceptance of Grant upon receipt of Grant Statement.

Trevor Jensen moved to authorize Kevin Logan to accept Grant Award upon receipt of Grant Statement. Dee Forge seconded the motion. Ayes - 7; Nays – 0. Motion carried.

- 8.3 KASB Board Policy Updates
  - Kevin Logan presented KASB Board Policy updates for first reading.

- 8.4 School Safety and Security Grant Program

## 9.0 EXECUTIVE SESSION

- 9.1 Non-elected Personnel
  - Stuart Schwarz moved to go into an executive session at 8:25 p.m. to discuss employee performance on supplemental duties pursuant to non-elected personnel exception under KOMA and to reconvene in the meeting room at 8:35 p.m. Dee Forge seconded the motion. Ayes - 7; Nays - 0. Motion carried. Kevin Logan and Scott Harshbarger were asked to attend. The meeting returned to open session at 8:35 p.m. in the meeting room.

- 9.2 Negotiations
  - Anna Nippert moved to go into an executive session at 8:35 p.m. to discuss negotiations pursuant to the exception for employer-employee negotiations under

KOMA and to reconvene in the meeting room at 9:00 p.m. Trevor Jensen seconded the motion. Ayes – 7; Nays – 0. Motion carried. Kevin Logan was asked to attend. he meeting returned to open session at 9:00 p.m.

Dawn Henry moved to set a \$10 minimum for wage for classified employees with the exception of hourly supplementals, 3% increase for returning employees and other employee adjustments as presented by Kevin Logan. Karol Fike seconded the motion. Ayes – 7; Nays – 0. Motion carried.

Stuart Schwarz moved to ratify the 2018-2019 negotiated agreement with RC Educators as presented. Anna Nippert seconded the motion. Ayes – 7; Nays – Motion carried.

Trevor moved to increase returning administrator’s salaries by 3%. Karol Fike seconded the motion. Ayes – 7; Nays – 0. Motion carried.

10.0 FUTURE AGENDA ITEMS

- 10.1 FCCLA Trip Presentation
- 10.2 Costa Rica Trip Presentation
- 10.3 Project Excel Report

11.0 ANNOUNCEMENTS

- 11.1 Regular Board Meeting Monday, August 13, 2018 at Westmoreland Elementary School.

12.0 ADJOURNMENT

Karol Fike moved to adjourn. Trevor Jensen seconded the motion. Ayes - 7; Nays - 0. Motion carried.

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Mina J. Grutzmacher, Clerk

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Stuart Schwarz, President

The Rock Creek School Community dedicates itself to educational excellence by helping all students become successful and responsible lifelong learners in a changing global society.