

**MINUTES-** of regular Monday, June 13, 2016, meeting of the West Elk USD #282 Board of Education, at 6:30 p.m. at the West Elk District Office, Howard, Kansas.

**BOARD MEMBERS PRESENT**

Matthew C. Hilton, President  
Angela Allen, Vice-President  
Dr. Robert Black  
Tyson Denton  
Tom Eubank  
Panatha "Penny" Swanson (6:41)

**ADMINISTRATION**

Bert Moore, Supt/Director of SPED  
Martin Burke, Principal/Asst. Supt  
Kevin Weber, Asst. Principal  
Chris Haag, Asst. to Administration  
Paula McAlister, Business Mgr/Clerk

**OTHERS**

Zach Fry  
Debra Stange  
Mike McLean  
Christy Tyler

**BOARD MEMBERS ABSENT**

Shelly Hare

At 6:30 p.m., President Hilton called the meeting to order by reciting the Pledge of Allegiance.

**II. ADOPTION OF AGENDA**

Black moved to accept the Agenda with the addition of "M. Faculty Handbook for 2016-2017" and "N. Capital Outlay". Allen seconded and motion passed. (6-0)

**III. CONSENT AGENDA**

Eubank moved to approve the consent agenda as follows:

- A. Approval of Minutes, Regular Meeting May 9, 2016 and Special Meeting May 23, 2016;
- B. Approval of Bills, Payroll and Treasurer's Report:  
Bills: \$115,629.23                      Payroll: \$\$886,444.40 (June \$374,947.69/  
July teacher \$213,813.74/Aug teacher \$213,809.40/Sick Leave \$33,873.27)

Black seconded and the motion passed. (6-0)

**IV. DISCUSSION/ACTION ITEMS:**

**A. CONSTRUCTION PROJECT UPDATE – Mike McLean:**

McLean reported:

- 1. Wray Roofing repaired and replaced two scuppers and down spouts in the auditorium and in Jennings room.
- 2. The new roof has a two year warranty on the roof and twenty years on materials.

**B. MAINTENANCE REQUESTS & UPDATE – Mike McLean:**

McLean reported the following:

- 1. The condenser and compressor has been mounted on the freezer.
- 2. Mick Wunderlich will start on the hand rails at the football stadium this week.
- 3. The fence at the baseball field had voltage on it. Coffelt Sign Company will be here Tuesday to repair.

**C. TECHNOLOGY PLAN FOR 2016-2019 AND TECHNOLOGY UPDATE – Zach Fry:**

After discussion, Black moved to approve the West Elk Technology Plan for 2016-2019. Eubank seconded and the motion passed. (6-0)

**D. SCHOOL VEHICLE TRANSPORTATION HANDBOOK FOR 2016-17 – Christy Tyler:**

The 2016-17 School Vehicle transportation Handbook for 2016-2017 was discussed. Eubank moved to approve the Handbook as presented and Allen seconded the motion. Motion passed. (6-0)

**E. BUS RULES AND REGULATIONS FOR PUPILS HANDBOOK FOR 2016-2017 AND TRANSPORTATION UPDATE:**

The Bus Rules and Regulations for Pupils Handbook for 2016-17 was discussed. Black moved to approve the Handbook with the discussed changes. Eubank seconded and the motion passed, (6-0)

**F. STUDENT HANDBOOK FOR 2016-2017 – Martin Burke:**

Proposed changes to the Student Handbook were discussed.

Discussion was suspended to move to **Item H. LUNCH FEES FOR STUDENTS 2016-17.**

Fees for 2016-17 were discussed. Swanson moved to increase Elementary and Secondary lunches 10 cents each and to remove Photography from the fee schedule and add FACS \$10.00 and Business/Information Technology \$10.00 for the 2016-17 school year. Black seconded and the motion passed. (6-0)

**STUDENT HANDBOOK FOR 2016-2017 – Martin Burke – continued**

Allen moved to approve the Student Handbook for 2016-17 with changes. Eubank seconded and the motion passed. (6-0)

**G. CLASSIFIED STAFF HANDBOOK FOR 2016-17 – Bert Moore:**

After discussion, Eubank moved to approve the Classified Staff Handbook for 2016-17 with corrections. Denton seconded and the motion passed. (6-0)

**I. HILAND DAIRY CONTRACT FOR MILK FOR 2016-2017 – Bert Moore:**

Black moved to accept the only acceptable bid from Highland Dairy for 2016-17. Allen seconded and the motion passed. (6-0)

**J. SUMMER PROGRAM UPDATE – Martin Burke:**

Mr. Burke reported that supplies are being ordered for the 21<sup>st</sup> Century Grant, including art supplies and robots. The City pool will be utilized. 140 students have signed up for the session from July 11 – July 29. Summer school is currently in session with 29 students attending.

**K. PRINCIPAL REPORT – Martin Burke:**

Mr. Burke reported:

1. 34 seniors graduated.
2. Four HS students participated in the State Track meet and brought home 5 medals.
3. Seven FFA members attended the State FFA Convention.
4. Burke and Weber attended the USA convention in Wichita last week.

**L. BOARD POLICY UPDATES – Bert Moore:**

Hilton moved to approve Policy B-6 – School Vehicles and B-33B – Staff Use of Communication Devices as presented. Denton seconded and the motion passed. (6-0)

**M. FACULTY HANDBOOK FOR 2016-17 – Martin Burke:**

After discussion, Black moved to table approval of the Faculty Handbook for 2016-17 pending BYOC and other language discussed. Swanson seconded and the motion passed. (6-0)

**N. CAPITAL OUTLAY:**

Black moved that per statute, the Opposition Petition on the Capital Outlay Resolution filed with the Elk County Clerk be taken to the electors in the school district in the next general election. Denton seconded the motion and motion passed. (5-1) (Hilton voted no)

At 8:38 p.m. Hilton declared a 7 minute break.

At 8:45 p.m. Hilton called the meeting back to order.

**EXECUTIVE SESSION**

At 8:45 p.m. Hilton moved to go into executive session to discuss non-elected personnel, negotiations and students to protect the privacy interest of identifiable individuals for 15 minutes. Black seconded the motion and motion passed. (6-0)

At 9:00 p.m. the Board reconvened into open session at which time a motion was made by Hilton and seconded by Black to continue the session for an additional 10 minutes. Motion carried. (6-0)

At 9:10 p.m. the Board reconvened into open session at which time a motion was made by Hilton and seconded by Black to continue the session for an additional 20 minutes and include Bert Moore. Motion carried. (6-0)

At 9:30 p.m. the Board reconvened into open session at which time a motion was made by Eubank and seconded by Black to continue the session for an additional 10 minutes and include Bert Moore. Motion carried. (6-0)

At 9:41 p.m. the Board reconvened into open session at which time a motion was made by Hilton and seconded by Black to continue the session for an additional 15 minutes and include Bert Moore and Martin Burke. Motion carried. (6-0)

At 9:56 p.m. the Board reconvened into open session at which time a motion was made by Hilton and seconded by Black to continue the session for an additional 30 minutes and include Bert Moore and Martin Burke. Motion carried. (6-0)

At 10:09 p.m. Chris Haag and Kevin Weber entered the meeting.

At 10:26 p.m. the Board reconvened into open session.

**ACTION ITEMS**

**A. Personnel:**

Black moved to accept the following resignations: Dianne Boles, WE Secretary; Endra Dick, Assistant HS Girls Basketball; Marty Koop Head HS Girls Basketball; Chad Koop, Assistant Wrestling Coach and Crystal Houchin; HS Cheer Sponsor. Allen seconded and the motion passed. (6-0)

Allen moved to hire the following:

Summer School: Casandra Myers, Para/Aide; Mary Altis, Para/Aide and Emily Hein, Aide. Extended School Year: Trevor Bayless, EV Para; Dana Davis, CCC Para; Hayley Roberts, CCC Driver; Julianne Hilton, WE Para; Vera Byard, WE AC Para; Debbie Zellner, WE Drivers Education IRR Teacher; Linda Adams, EV Drivers Education IRR Teacher; Cynthia Hills, CCC IRR Teacher and Mary Bahr, WE IRR Teacher.

Virtual Program: Mary Bahr, Virtual Program Monitor.

Summer Custodians: Donna Madison and Michelle Bunyard.

21<sup>st</sup> Century Grant:

Licensed: Sheila Huntington, Travis Kill, Laura Miller, Megan Haag, Chris Haag and Kaitlyn Magner. Licensed Specialty: Stephani Goff and Laura Fry. Aids: Shirley Barondeau; Casandra Myers; Endra Dick; Karen Lampson, Mary Altis, Michelle Bunyard, Linda Stewart and Heather Nave.

Swanson seconded and the motion passed. (6-0)

Black moved to offer the following teaching positions: Arlecia Elkamil, WE Music and Band; Delenia Hamlin, EV Pre-K .5 and Elementary IRR .5; Ashley McCoy, WE Spanish and Angela Town, CCC IRR. Denton seconded and the motion passed. (6-0)

Eubank moved to approve the following Contracts for hourly services for 2016-17: Paula Theisen, Occupational Therapy; Kansas Specialty (Sharon Theimer), Physical Therapy; SEKESC, Vision and Orientation/Mobility and Amy Stange, RN and Elk County Health Department. Black seconded the motion and motion passed. (6-0)

Eubank moved to approve Sherri Patteson to full time West Elk Secretary. Denton seconded and the motion passed. (6-0)

Black moved to approve the out of district students requesting to attend West Elk #282 per attached. Allen seconded and the motion passed. (6-0)

At 10:31 p.m. Hilton adjourned the meeting.

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**PRESIDENT OF THE BOARD**

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**CLERK OF THE BOARD**

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