

**MINUTES**-of the regular Monday, November 13, 2017, meeting of the West Elk USD #282 Board of Education, at 7:00 p.m. at the West Elk District Office, Howard, Kansas.

**BOARD MEMBERS PRESENT**

Panatha "Penny" Swanson  
Tyson Denton, Vice-President  
Dr. Robert Black  
Tom Eubank  
Matthew C. Hilton

**ADMINISTRATION**

Bert Moore, Supt/Director of SPED  
Paula McAlister, Business Mgr/Clerk

**OTHERS**

Debra Stange  
Zachary Fry  
Cade Miller  
Kyle Nevil  
Christian Warren  
Cristen Bahr  
Jennifer McDow

**BOARD MEMBERS ABSENT**

Shelly Hare  
Tyson Wilson

At 7:00 p.m., President Swanson called the meeting to order by reciting the Pledge of Allegiance.

**II. ADOPTION OF THE AGENDA.**

Hilton moved to adopt the agenda as printed. Denton seconded and motion passed. (5-0)

**III. CONSENT AGENDA**

Black moved to approve the consent agenda as follows and with the addition of C. 4.:

- A. Approval of Minutes, Regular Meeting October 9, 2017;
- B. Approval of Bills, Payroll and Treasurer's Report  
Bills: \$ 85,501.18 Payroll: \$432,843.53
- C. Donations:
  - 1. Janet Lane Memorial \$215.00 to be used for the High School Softball Program.
  - 2. WeePats \$172.99 to be used for a ball carrier.
  - 3. Stanton Williams Memorial - \$861.00 to be used for 1<sup>st</sup> and 2<sup>nd</sup> grade reading books.
  - 4. West Elk Youth Patriot Basketball – \$572.98 for 10 TF1000 Legacy Basketballs

Eubank seconded and the motion passed. (5-0)

**IV. DISCUSSION/ACTION ITEMS:**

**A. SENIOR TRIP UPDATE – Christian Warren, Cade Miller & Kyle Nevil:**

Rooms and transportation have been secured. Itinerary is being finalized for Mr. Burke's approval.

**B. KASB CONVENTION/SQE BREAKFAST FOR BOARD MEMBERS:**

The KASB Annual Convention will be held December 1, 2 and 3, 2017 in Wichita.

**C. TROPHY CASES AND ANTIQUE TROPHIES:**

The October 26, 2017 letter from the Howard City Council to donate to West Elk three trophy cases and old trophies dating back to 1924 presently located at the Howard Cox Building was discussed. Since the letter was received, the City Clerk has advised that if the school does not have adequate space to house the trophy cases, Benson Museum would like to have them. Eubank moved to accept the antique trophies and cases. Motion died for lack of second.

**D. MAINTENANCE REPORT – Keith Brown:**

Brown reported:

1. Concession stand and restrooms have been winterized.
2. Ballfield sprinklers will be drained and winterized.
3. Softball bleachers were moved to the west side of the football field for the game last week. It was suggested that they be used for future football games.
4. BCS was called to work on two HVAC units.
5. Replaced several toilets and a sink.
6. Will obtain estimates to patch the parking lot.
7. Storage containers are being inventoried and cleaned out.
8. Pole vault and high jump pits bids are being solicited for the December meeting as previously directed by the Board.
9. Bathroom stalls will be installed in December over break.

**E. TECHNOLOGY REPORT – Zach Fry:**

Fry reported:

1. Batteries were replaced in several of the old teacher Lenovo laptops.
2. West Elk is eligible for approximately \$52,000 in Category 2 E-Rate Funding over the next two years. Fry has been participating in several webinars to learn how to maximize the Category 2 E-Rate process.

Black moved that Fry complete the Category 2 E-Rate funding bidding process. Eubank seconded and the motion passed. (5-0)

3. Mrs. Kelly is piloting keyboarding at the 4<sup>th</sup> grade level during the first 10 minutes of computer lab.
4. There is a shortage of Chromebooks at the Junior High level for Career Cruising. Currently Chromebooks are pulled from the 5<sup>th</sup> and 6<sup>th</sup> grades when needed. New HP Chromebooks can now be purchased for \$144.99 plus licensing. Zach requested that a new charging cart (\$1000.00), 25 HP Chromebooks (\$3624.75) plus estimated licensing (\$600.00) be purchased.

Eubank moved to purchase 25 HP Chromebooks plus licensing and charging cart for an estimated \$5224.75. Denton seconded and the motion passed (4-1) (Hilton voted no)

**F. TRANSPORTATION REPORT – Christy Tyler:**

Moore reported:

1. Bus #9 – Repaired and replaced middle floor section and installed back up alarm.
2. Bus #11 – Replaced lights, mirrors, springs and striker plates, installed hood.
3. Bus #14 – Replaced alternator
4. Bus #18 – Serviced
5. A-14 – Repainted hood and down both sides above windows.
6. A-17 – Replaced battery, cable end and washer nozzle.

#### **G. WRITING COMMITTEE REPORT – Martin Burke:**

A committee has been formed to investigate writing assessments.

#### **H. PRINCIPAL REPORT – Martin Burke:**

Mr. Burke reported:

1. The fall play did two shows on Saturday.
2. The fall coaches would like to thank the BOE and other volunteers for their support this year.
3. HS Basketball and wrestling practice begins this week.
4. JH Basketball games start this week.
5. JH and HS Math teams placed 1<sup>st</sup> in their meets.
6. STEM Night was a success.
7. The FFA Pumpkin Patch was a success.
8. Area veterans were invited to an assembly and meal on Friday, November 17, 2017. To date 30 plus have RSVP'd.
9. Interim assessment are being given to the elementary, Jr. High and several High School classes. These are mock State assessments and provide immediate results.

#### **I. SUPERINENDENT'S REPORT – Bert Moore:**

Mr. Moore reported:

1. A letter will be sent to parents about including peanut butter on the menu beginning in January 2018.
2. Forms and procedures are being developed regarding Section 504 plans based on information received from the law conference he attended.
3. Maintenance of Effort report is due December 1.
4. Working on teacher evaluations.

At 8:27 p.m. Swanson declared a 5 minute break.

At 8:32 p.m. the meeting was called back into session.

#### **EXECUTIVE SESSION**

At 8:33 p.m., Black moved to go into executive session to discuss non-elected personnel and students to protect the privacy interest of identifiable individuals for 30 minutes and to include Bert Moore and Martin Burke. Hilton seconded the motion and motion passed. (5-0)

At 9:03 p.m. the Board reconvened into open session at which time a motion was made by Hilton and seconded by Denton to continue the session for an additional 15 minutes and include Bert Moore and Martin Burke. Motion carried. (5-0)

At 9:18 p.m. the Board reconvened into open session at which time a motion was made by Black and seconded by Hilton to continue the session for an additional 15 minutes and include Bert Moore and Martin Burke. Motion carried. (5-0)

At 9:33 p.m. the Board reconvened into open session at which time a motion was made by Swanson and seconded by Denton to continue the session for an additional 5 minutes and include Bert Moore and Martin Burke. Motion carried. (5-0)

At 9:38 p.m. the Board reconvened into open session at which time a motion was made by Swanson and seconded by Black to continue the session for an additional 5 minutes and include Bert Moore and Martin Burke. Motion carried. (5-0)

At 9:43 p.m. the Board reconvened into open session.

**ACTION ITEMS**

**A. Board Action on Personnel:**

Hilton moved to approve the following hires: Lynnette Kill, JH Scholars' Bowl; Sara Tucker, HS Scholars' Bowl; Scott McClendon, Assistant HS Boys Basketball; Rachel Ware, JH Cheer Sponsor and Kelsey Loyd, CCC #286 Transportation Para. Denton seconded and the motion passed. (5-0)

At 9:45 p.m. Swanson adjourned the meeting.

---

**PRESIDENT OF THE BOARD**

---

**CLERK OF THE BOARD**

---

---

---

---

---

---