

**MINUTES** of the regular meeting of the West Elk USD #282 Board of Education, Monday, February 10, 2020, at 7:00 p.m. at the West Elk District Office, Howard, Kansas.

**BOARD MEMBERS PRESENT**

Tyson Denton, President  
Tyson Wilson, Vice-President  
Tom Eubank  
Shelly Hare  
Heather McClendon  
Panatha "Penny" Swanson

**ADMINISTRATION**

Martin Burke, Supt/Elem Principal  
Tonya Barnes, SPED Director  
Kevin Weber, 7-12 Principal  
Chris Haag, Asst. Principal  
Paula McAlister, Business Mgr. /Clerk

**OTHERS**

Christy Tyler  
Chris Ford  
Stuart Kelley

**BOARD MEMBER ABSENT**

Richard Fechter

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

**II. ADOPTION OF THE AGENDA**

Wilson moved to approve the agenda as printed. Eubank seconded and the motion passed. (6-0)

**III. CONSENT AGENDA**

Hare moved to approve the consent agenda as follows:

- A. Approval of Minutes, Regular Meeting January 13, 2020,
- B. Approval of Bills, Payroll and Treasurer's Report pages  
Bills: \$ 117,576.46 Payroll: \$ 500,119.34
- C. Accept \$90.00 donation from the Soybean Council to FACS.

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

**IV. DISCUSSION/ACTION ITEMS:**

**A. Maintenance Update – Chris Haag**

Haag reported:

- 1. Tiles were replaced in the commons area.
- 2. Modern Air flushed the coils and replaced a fan motor on one of the walk in freezers.
- 3. Hand rails for the bleachers in the gym were delivered and installed.
- 4. Toilet seats were replaced in the women's restrooms.
- 5. The annual inspection was completed by the Fire Marshal. The minor infractions have been fixed and the annual report will be submitted.
- 6. Western Electric came to look at the softball field lights.

**B. Ballfield Lights – Chris Haag**

Haag presented a bid from Western Electrical in the amount of \$19,350.00 as follows:

*"Western Electrical  
509 East 6<sup>th</sup>  
Emporia, KS 66801*

*01/20/2020*

620-344-0743  
arenalights@gmail.com

*West Elk High School lighting quotation for softball field*

*Included in this bid:*

1. *Building new 480 volt service with meter and panel board*
2. *Lighting contactors (2) to control field lighting*
3. *Install owner provided sports lights on owner provided and set wooden poles*
4. *Underground trenching and wiring with materials*
5. *Install 4 lights per pole on owner provided cross arms*
6. *Provide all labor and necessary materials for a complete working system*
7. *Aerial truck to perform work*
8. *New lamps in all installed fixtures*

*Not included in this quote:*

1. *Setting of poles (Evergy)*
2. *Labor or materials needed to repair any non-working lights (local vendors)*
3. *Any charges by Evergy Utilities (After discussion with them we are not anticipating any costs)*

*Price for this work will be \$19,350.00*

*Please call with any questions,  
Shawn Garriott  
620-344-0743"*

Haag also reported that Evergy has donated the poles and cross arms and will be setting the poles at no cost. After discussion, Wilson moved to accept the quote of Western Electrical in the amount of \$19,350.00 to install the softball field lights. Eubank seconded and the motion passed. (6-0)

### **C. Technology Report – Martin Burke**

Burke reported:

1. Presented Quote confirmation from CDW for 35 Chromebooks and Google Chrome Management Console Education Licenses for \$6577.20 to purchase early for 2020-21 as a cost savings measure to the District to take advantage of discount periods.
2. Chromebooks have an estimated life expectancy of 3 – 6 years. Most senior devices are not recycled back to the classroom as they are worn out.
3. The accelerated math program currently used will expire in June of 2020. Similar programs will require individual devices and internet accessibility. Is it possible to expand device usage in Jr High? If not, a different platform for Math support will be necessary and is being researched.

After discussion, Denton moved to approve the purchase of 35 Chromebook for \$6577.20 from CDW for next school year. Swanson seconded and the motion passed. (6-0)

### **D. Transportation Report - Christy Tyler**

Christy Tyler reported:

1. Bus #3 – Replaced two batteries
2. Bus #5 – Complete oil change @ 499 Tire & Truck Repair
3. Bus #7 – Four new rear tires, repaired defroster and heater @ 499 Tire & Truck Repair.

4. Bus #11 – Replaced power steering reservoir & two hoses, cleaned mud out of back up alarm. Repaired rubbed wire that was causing the engine light to come on, installed shims on the outside emergency exit window frames, replaced rocker switches that were peeling and not legible, replaced right exterior mirror @ Kansas Truck.
5. Bus #20 – Replaced front left ABS sensor, light monitor, engine speed sensor and two batteries.
6. A-2 – 2011 Dodge Caravan hit a deer. Murphy Auto repair estimate is \$4918.60. EMC will total the van at \$5,867.00 or the district may retain for \$4,223.00
7. A-15 – Replaced front and rear brake pads.

After discussion, the Board, by consensus, asked that all vehicles be valued and that cost and use be analyzed.

**E. 2011 Dodge Caravan Insurance Claim – Christy Tyler**

Tyler asked the board to approve the Murphy Auto estimate in the amount of \$4918.60 to repair A-2 and retain the vehicle in the amount of \$4223.00 to be paid to the district by EMC. The cost to repair the van would be approximately \$695.60. After discussion, Wilson moved to retain possession of A-2 and have repaired at Murphy Auto in the amount of \$4918.60. Swanson seconded the motion and motion passed. (6-0)

**F. BUSBY, FORD & REIMER LLC -**

Eubank moved to accept the June 2020 auditing contract with Busby, Ford & Reimer, LLC as presented in the amount \$12,950.00. Hare seconded and the motion passed. (6-0)

**G. FCCLA Overnight State Leadership Conference Request – Kevin Weber**

After discussion, Swanson moved to approve the overnight trip request of FCCLA to the State Leadership Conference April 5 – 7, 2020, with the number of students and sponsors to be determined after the STAR event competition. Wilson seconded and the motion passed. (6-0)

**H. Trap Shooting Team – Stuart Kelley**

Kelley asked the Board's permission to use the "West Elk" name and logo for trap shooting team not affiliated with the school. Practice and shoots will not interfere with any other sports. Students must be in good standing. All liability will run through student dues paid to the shooting organization. After discussion, Hare moved to approve the trap shooting team to use the "West Elk" name and logo. Swanson seconded and motion passed. (6-0)

**I. Driver's Education Fees for 2020 – Martin Burke**

After discussion, Swanson moved to charge \$52.00 for current West Elk students and \$152.00 for non West Elk students to enroll in Driver's Education in June of 2020 instructed by Lance Farrice. Wilson seconded and the motion passed. (6-0)

**J. Long Range Planning Committee Meeting – Martin Burke**

Burke reported that the Long Range Planning Committee will meet Monday, February 24, 2020, 7:00 p.m. at the District Office. A representative from Greenbush will be present to discuss statutes and time lines regarding facilities and space needs.

**K. Revised Employee Background Check Form – Martin Burke**

After discussion, Eubank moved and Wilson seconded the motion to approve the revised Employee Background Check form. Motion passed. (6-0)

**L. Renew Capital Outlay Resolution – Martin Burke**

Burke reported that the Capital Outlay Resolution would need to be renewed in April. Renewal of the Resolution and statutory requirements were discussed. No action was taken.

**M. Property and Worker’s Compensation Insurance – Martin Burke**

Burke outlined the process to obtain in-district servicing agents for the current EMC property and liability insurance and Accident Fund for the worker’s compensation. Per KASB notify local in-district insurance vendors, develop a rubric, and invite all vendors by phone and certified mail of a meeting time to present themselves for initial interest meeting. Burke would like two board members to volunteer to serve on the interview committee to make a recommendation to the board of education. A list of vendors’ in-district will be e-mailed to all board members.

**N. Special Education Cooperative – Request from USD #283 – Martin Burke**

At the request of Elk Valley USD #283, Wilson moved to draft a letter for KSDE as follows: “West Elk USD #282 Board of Education, on February 10, 2020, is supportive of USD #283 Elk Valley’s decision to pursue providing special education services on their own and does not have any formal objection, at this time, to the process.” Denton seconded and the motion passed. (6-0)

**O. Principal’s Report – Kevin Weber**

Weber reported:

1. Students participated well in Homecoming activities last week.
2. High School Scholars Bowl team took 3<sup>rd</sup> at league and made it to the finals at regionals.
3. Junior High Basketball season was over on Saturday.
4. Parent teacher conference will be held on February 19 and 20 from 4:00 p.m. to 7:45 p.m.
5. The ACT will be given to the juniors on February 25 and Work Key will be given on February 26.
6. Working on the Career and Tech Ed applications that are due March 3.
7. Planning an orientation in April for 8<sup>th</sup> grade students to introduce the student and their parents and guardians to the high school and college course offerings, student groups, testing and graduation requirements, Zello etc.

**P. Special Education Report – Tonya Barnes**

Barnes reported:

1. Categorical Aid Personnel System (CAPS) – Cindy Alberts will begin assisting with the CAPS entries and updates; director will continue to oversee, approve as accurate and submit.
2. KSSDAC updates – Quarterly Reports
3. Providing weekly **Zoom** meeting opportunities for staff to have direct access to the director; many Q & A sessions; also providing 1:1 **Zoom** meetings

4. Supporting the process of time cards and leave sheets being turned in on time and accurately
5. Special Education Administrator's Quarterly in Hutchinson on January 21, 2020
6. Provided recent training for special education staff at Elk Valley on January 30; CCC-Sedan on February 3 and West Elk on February 5
7. Explained the term "Incidental Benefit".

**Q. Superintendent's Report – Martin Burke**

1. CPR will be offered to 10 staff members on February 24.
2. Seeking options of upcoming cellular contracts.
3. Reviewed the District Profile prepared by Greenbush.

At 9:14 p.m. Denton declared a 5 minute break.

At 9:19 p.m. Denton called the meeting back to order.

**EXECUTIVE SESSION**

At 9:19 p.m., Eubank moved to go into executive session to discuss matters of non-elected personnel, to protect the privacy interests of identifiable individuals to be discussed pursuant to the non-elected personnel exception under KOMA and students to protect the privacy and interest of individuals to be discussed pursuant to the student exception under KOMA; to include Martin Burke and Kevin Weber for 15 minutes and that the open meeting shall resume at 9:34 p.m. in the board room. Wilson seconded and the motion passed. (6-0)

At 9:34 p.m., the Board reconvened into open session at which time a motion was made by Denton and seconded by Swanson to continue the session for an additional 5 minutes and resume into open session at 9:39 p.m. and include Martin Burke and Kevin Weber. Motion carried. (6-0)

At 9:39 p.m., the Board reconvened into open session at which time a motion was made by Denton and seconded by Eubank to continue the session for an additional 5 minutes and resume into open session at 9:44 p.m. and include Martin Burke, Kevin Weber and Tonya Barnes. Motion carried. (7-0)

At 9:44 p.m. Denton called the meeting back into open session.

**ACTION ITEMS**

**A. Board Action on Personnel:**

Hare moved to:

1. Offer employment to LaDonna Redd, CCC Paraprofessional and
  2. To accept, with regret, the retirement of Debbie Brown, WE PE Instructor.
- Eubank seconded and the motion passed. (6-0)

Eubank moved to extend the current contract ending June 30, 2021 of Tonya Barnes, Director of Special Education to June 30, 2022. Hare seconded and the motion passed. (6-0)

Eubank moved to extend the current administration contracts ending June 30, 2020 of Kevin Weber, 7-12 Principal; Christ Haag, Assistant Principal and Mary Mericle, Assistant to Administration to June 30, 2022. Hare seconded and the motion passed. (6-0)

At 9:47 p.m., Denton adjourned the meeting.

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TYSON R. DENTON, PRESIDENT

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PAULA C. McALISTER, Board Clerk

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TYSON WILSON, Vice-President

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THOMAS EUBANK, Board Member

Absent

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RICHARD H. FECHTER, Board Member

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SHELLY HARE, Board Member

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HEATHER McCLENDON, Board Member

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PANTHA J. SWANSON, Board Member

Draft - February 10, 2020