

**Goddard USD No. 265
Board of Education Meeting
Administration Center
Board of Education Room
201 S. Main Street
Goddard, Kansas 67052
December 12, 2011
7:00 p.m.**

MINUTES

The Board of Education of Unified School District No. 265, Sedgwick County, Goddard, Kansas, met at 7:00 p.m., on Monday, December 12, 2011, in regular session in the Board of Education Room of the USD 265 Administration Center. Board members present: Mr. Jeff Blubaugh, Mrs. Lisa Farris, Mr. Doug Griswold, Mrs. Gail Jamison, Miss Sara McDonald, Mr. Kevin McWhorter, and Mr. Bob Merritt. Also present: Dr. Justin Henry, superintendent; Dr. Teresa San Martin and Mr. George Tignor, assistant superintendents; Mr. Doug Maxwell, director of finance; and Annette Singletary, clerk of the board.

1. Call to Order

BOE President Doug Griswold called the meeting to order at 7:00 p.m.

2. Flag Salute

The flag salute was given by Explorer Elementary School students.

3. Adopt Agenda

A motion was made by Mrs. Farris, second by Mr. Blubaugh, to adopt the agenda with the following changes: add to #10.a. Resignations — Margaret Wiles, transportation; #10b. Letters of Employment — James Talbert, transportation; #10.c. Acceptance of Gifts and Grants: BlueCross/BlueShield of KS Foundation grant. The motion carried 7-0.

4. Information from the Superintendent

a. USD 265 LEGISLATIVE PLATFORM

The mission of USD 265, Goddard Public Schools, is to educate all students for lifelong success. Sustaining this mission requires effective teaching and leadership, strong parent and community partnerships, and adequate resources. Therefore, we support:

Equitable and Adequate funding of Kansas Public Schools

This includes:

- Restoring funding to statutory levels for base budget per pupil.
- Full equalization of local option budgets, capital outlay, and future construction projects.
- Kansas tax policy that promotes adequate and equal educational opportunities for all Kansas students.
- Resources to attract and retain the best educators in the country.

Early Childhood

- All children and families should have access to all-day kindergarten and expanded pre-k services. Early childhood education is critical to student success and should be a statewide priority.

KPERS

- A fully funded and sustainable retirement system is important in meeting our goal to attract and retain the best educators in the country. KPERS should be funded without additional financial obligations on local districts.

A motion was made by Mrs. Jamison, second by Mr. Merritt to adopt the Legislative Platform as presented. The motion carried 7-0.

b. Social Media Committee Update

Dr. Henry advised the board that Annette Singletary has chaired the Social Media Committee. To date the committee has reviewed the committee's social media knowledge, heard information on school district use of social media from the Hutchinson USD athletic director and the marketing director from South Central Education Service Center, and reviewed information and discussed what this means to Goddard School District. The committee will present a draft policy/guidelines for board review, possibly in February. The committee's desire is to implement a social media presence by next school year. Dr. Henry recently attended the KASB convention workshop, "Are You Social," and learned that some districts are already using social media, some (like Goddard) are still talking about it, and others have not begun a discussion. Goddard School District is "in the middle of the pack."

c. All-Day Kindergarten Committee Update

The committee began meeting after the September BOE meeting. Some committee members went to Andover School District to see their program. Andover uses a model with 18 to 22 students per class in the all-day program. If more than that number of students apply, a lottery is used to determine who will be accepted. Dr. Henry indicated that the lottery model does not seem like a good idea for Goddard. Specific information will be presented at the February BOE meeting. The committee will meet again the second week of January. More specific information will be presented for discussion at that meeting.

d. February Special Meeting Proposal

Dr. Henry suggested holding a mini-retreat on Monday, February 27, 2012, to give a State of the District report and information from the legislative session. He suggested having breakout sessions with a BOE member in each group, focusing on discussion questions, reporting out and coming to consensus. Dr. Henry suggested inviting site councils, PTOs, community members, and staff to participate in the mini-retreat. Board members agreed by consensus to hold the special meeting.

Following the Superintendent's report, board members requested that a tour of some district facilities be scheduled. A suggested date will be presented to the board in January.

5. Approve Minutes of November 14, 2011, Board of Education Meeting

A motion was made by Mrs. Farris, second by Mr. McWhorter, to approve the minutes of the November 14, 2011, Board of Education meeting. The motion carried 7-0.

6. Superintendent and Assistant Superintendent Contracts

Dr. Henry requested approval of superintendent and assistant superintendent contracts, noting that principal and director contracts will be presented for approval throughout the second semester.

A motion was made by Mr. Blubaugh, second by Mrs. Jamison, to approve the superintendent's contract for 2 years, and contracts for assistant superintendents for 1 year. The motion carried 7-0.

7. KASB Convention Report

Mrs. Jamison and Dr. Henry presented a report on sessions attended at the December 2-4, 2011, KASB Convention. Session topics included a winter law conference; "Rising from the Rubble — the Rebuilding of Joplin;" school finance update; free resources for educator excellence; governmental relations; "Are You Social;" legislative panel; McRel building leadership; communicating in difficult times; panel discussion of effective advocacy with legislators; and the delegate assembly. Keynote speaker Rory Vaden spoke on *Take the Stairs to Success*, the title of his new book. He is coming to Kansas March 2-3 and will be presenting his message. He wishes to partner with a Kansas school district to make a presentation to that school community. A \$10 donation per person would be given back to the school district. Dr. Henry reported that after the presentation he was the first superintendent to give his business card to Mr. Vaden, hoping that Goddard might be the selected school district. Other session topics included board docs, a software package to help organize meetings. Dr. Henry and Mrs. Jamison distributed the information gathered during the sessions for school district use.

Information was presented at the convention regarding the Governmental Relations Seminar to be held in Topeka in February. Dr. Henry suggested taking some board members, administrators, and community members to the seminar to have dinner with the legislators and attend the information sessions.

Information was also shared regarding an ongoing committee for a special study committee for college and career readiness. The committee will meet quarterly from January through December 2012. Meetings will likely be in Topeka. Mr. Merritt expressed interest in serving on this committee.

Dr. Henry reported that Senate President Morris said he did not believe the school finance formula could be passed during the 2012 legislative session due to the large number of items on the agenda that must be decided, including redistricting.

8. Academic Affairs Update/ Career & Technical Education Update

Dr. San Martin presented a powerpoint covering upcoming career/technical education curriculum. The presentations included Curriculum Focus for 2011-12, Common Core Standards, What is College and Career Ready?, Common Clusters (employability skills/soft skills), CTE Program Development, CTE Pathway Development (KS Career Pipeline), Individual Career Plans, Kuder, Person Match Occupations, Interests & Skills Assessments; Supporting Data for Determining Pathway need & Future Job Potential; Basis for CTE Program; Basis for a Program of Study; Arts, AV Technology & Communications Cluster; Plans of Study; Articulation Agreements; Proposed Sequence of Courses. Dr. San Martin said a CTE advisory council will be formed, with more information to be presented to the board at a future meeting. Dr. San Martin requested approval of the plan as presented to allow changes in course descriptions with changes to course codes for spring enrollment at middle and high schools.

A motion was made by Mr. Merritt, second by Mrs. Farris, to approve the career and technical education plan as presented. The motion carried 7-0.

9. Recommended Changes to the 403(b) Plan

A motion was made by Mr. Blubaugh, second by Mr. Merritt, to approve the resolution for changes to the 403(b) Plan as presented. The motion carried 7-0.

10. Consent Agenda

- a. **Resignations** – Stacia Kaylor, Goddard Academy teacher; Richard Haffa, building engineer; Margaret Wiles, transportation

- b. **Contracts** – Casey Jensen, EHS assistant bowling coach
Letters of employment – Chad Ballman, Goddard Academy sub-teacher (replacing Stacia Kaylor for one semester); Linda Shetler, nutrition services; James Talbert, transportation

- c. **Acceptance of gifts** --
Grant: All State Foundation – \$1,000 to Philip Edelman, Instrumental Music Instructor at EHS, to use as needed
Grant: Blue Cross/Blue Shield of Kansas Foundation - \$1,000 to Goddard Academy and Discovery Intermediate School for the Healthy Habits for Life grant
Gift: Book Fair Donations – for each Goddard school
Gift: Wendy's - \$500 to GHS for the Wendy's High School Heisman Scholarship
Gift: Apollo Elementary PTO - \$9,659.70 to Apollo Elementary to purchase education supplies from McGraw Hill

- d. **Request for permission to graduate early** – for an 8th grade student at Goddard Middle School; and a request for services for a 7th grade student at Eisenhower Middle School to be extended until school resumes on January 3, 2012

- e. **Request for Homebound Services** – for a 9th grade student at Eisenhower High School and a 7th grade student at Eisenhower Middle School

A motion was made by Mrs. Farris, second by Miss McDonald, to approve the Consent Agenda as presented with the additions noted in agenda item #3. The motion carried 7-0.

12. Monthly Business Report

- a. **Updates**
 - (1) Self-Funded Insurance Plan - Mr. Maxwell presented an update on the self-funded insurance plan that closed on June 30. Run-out has been paid out since the plan closed. Estimated budgeted amount for closing out the fund was \$350,000. However, claims totaled \$420,331.74.
 - (2) Sedgwick County Special Assessments for Improvements to the Eisenhower Campus – Mr. Maxwell reported Sedgwick County special assessments have increased from approximately \$19,000 to \$54,000 due to improvements to the Eisenhower campus. In the past the special assessments were small enough that they were paid through the general fund. There is, however, a fund category available to cover these costs through a special mill levy assessment. This year's special assessment would cost about .3 mills. Next year the cost can be included in the fund category to alleviate the general fund expenditure. Information on this item will be presented when the 2012-13 budget is reviewed. No action was needed at this time.
 - (3) Contingency Reserve Funds – Mr. Maxwell presented a recommendation to use \$725,000 of contingency reserve funds to cover payroll for December due to cash balances being at the lowest point because of the timing of state funding deposits.

A motion was made by Mr. McWhorter, second by Miss McDonald, to declare a financial contingency to spend up to \$725,000 from the contingency reserve fund for certified payroll expenditures in the month of December. The motion carried 7-0.

- (4) Fiscal Audit – Mr. Maxwell said Busby, Ford, Reimer are conducting the annual financial audit to be presented at the January BOE meeting.
- (5) Earthquake Insurance – In response to questions at a previous board meeting, Mr. Maxwell reported that USD 265 does not currently have earthquake insurance. Preliminary quote for a single year premium was \$14,659, which includes a 10% deductible per building. More information will be presented later.
- (6) Bond Indebtedness – Mr. Maxwell reported that with interest rates at current low levels, consideration is being given to refinancing up to \$10,000,000 in callable bonds. He noted that it is worthwhile to refinance bonds if it is possible to yield 2.5-3% savings. Refinancing these bonds could save as much as 4.15 to 4.904%, depending on the market at the time of the refinancing. This would be savings in payments for the future, and a savings to taxpayers. Costs incurred are captured within these savings projections. This process does not increase debt or stretch debt over a longer period. More information will be presented at a future BOE meeting.

b. Payment of bills & transfers

A motion was made by Mr. McWhorter, second by Mr. Merritt, to approve payment of bills and transfers totaling \$1,195,146.43 as presented. The motion carried 7-0.

c. Bids

A motion was made by Miss McDonald, second by Mrs. Farris, to approve the bid totaling \$78,644.19 for Eisenhower High School football uniforms and equipment as presented, to be paid from capital outlay bond funds. The motion carried 7-0.

Mr. Maxwell noted that the football bid was under the projected budget of \$85,000. He also said that band uniform bids had not been completed by EHS band staff and should be ready for presentation to the board in January.

12. Executive Session

A motion was made by Mr. Griswold, second by Mrs. Farris, to take a 3-minute break, then go into executive session for 10 minutes at 9:20 p.m., to discuss matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to resume in open session in the Board of Education room at 9:30 p.m. The motion carried 7-0.

The board resumed in open session at 9:30 p.m.

A motion was made by Mr. Griswold, second by Mrs. Farris, to go into executive session for 10 minutes at 9:30 p.m., to discuss matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to resume in open session in the Board of Education room at 9:40 p.m. The motion carried 7-0.

The board resumed in open session at 9:40 p.m.

A motion was made by Mr. Griswold, second by Mrs. Farris, to go into executive session for 10 minutes at 9:40 p.m., to discuss matters of non-elected personnel to protect the privacy interests of the individuals to be discussed, and to resume in open session in the Board of Education room at 9:50 p.m. The motion carried 7-0.

The board resumed in open session at 9:50 p.m.

A motion was made by Mr. Griswold, second by Mrs. Farris, to go into executive session for 5 minutes at 9:52 p.m., to discuss matters of non-elected personnel to protect the privacy interests of the individuals to be discussed and to resume in open session in the Board of Education room at 9:57 p.m. The motion carried 7-0.

The board resumed in open session at 9:57 p.m.

A motion was made by Mr. Griswold, second by Mrs. Farris, to go into executive session for 5 minutes at 9:58 p.m., to discuss matters of non-elected personnel to protect the privacy interests of the individuals to be discussed and to resume in open session in the Board of Education room at 10:03 p.m. The motion carried 7-0.

The board resumed in open session at 10:03 p.m.

13. Adjournment

The meeting adjourned at 10:03 p.m.

Respectfully submitted by

Annette Singletary, Clerk of the Board

APPROVED:

Douglas A Griswold, President of the Board