

WASHINGTON COUNTY U.S.D. #108 BOARD OF EDUCATION  
REGULAR MEETING

District Office

Washington, Kansas

Monday, July 12, 2010 – 8:00 P.M.

**MINUTES OF REGULAR BOARD OF EDUCATION MEETING**

Members Present

Brad Jones

Rod Stewart

Susan Slater

Dennis Welch

Dana Ceacle (via phone)

Administration Present

Michael D. Stegman, Superintendent of Schools, USD 108

Ron Scott, Elementary Principal

Clerk Present

Teresa Penning, Clerk

Guests Present

Calvin Wiechman

**1.0 Call to Order**

The meeting of the Washington County USD #108 Board of Education was called to order at 8:00 P.M. by President Dennis Welch in the District office in Washington, Kansas.

**2.0 Elect Officers**

Susan Slater nominated Dennis Welch as President. Brad Jones seconded the nomination. Motion carried 5-0. Dana Ceacle nominated Rod Stewart for Vice President. Brad Jones seconded the nomination. Dana Ceacle moved nominations cease. Motion carried 5-0. Susan Slater moved, seconded by Brad Jones to appoint Teresa Penning as Clerk of the Board. Motion carried 5-0. Dennis Welch moved, seconded by Susan Slater to appoint Don Moser as Treasurer. Motion carried 5-0.

**3.0 Approval of Agenda**

Brad Jones moved, seconded by Rodney Stewart to approve the agenda as presented. Motion carried 5-0.

**4.0 Approval of Minutes**

Rod Stewart moved, seconded by Susan Slater to approve the minutes of the June 14, 2010 regular meeting minutes as presented. Motion carried 5-0.

**5.0 Approval of Bills**

Rod Stewart moved, seconded by Brad Jones to approve the bills as presented.  
Motion carried 5-0.

**6.0 Public Forum**

**7.0 Elementary Principal's Report**

Ron Scott presented the Elementary Principal's report.

**8.0 Jr.-Sr. High Principal's Report**

Superintendent Stegman presented Phil Wilson's Jr.-Sr. High Principal's report.

**9.0 Superintendent's Report**

Superintendent Stegman reported on the maintenance projects, endowment meeting, and budget.

**10.0 Rescind all actions...**

Dennis Welch moved, seconded by Brad Jones that all policy statements found in the minutes of the Board of Education prior to June 30, 2010, be rescinded and that the Board of Education adopt the Policy Manual as presented and recommended by the Superintendent of Schools, to govern the school district during the 2010-11 school year, subject to periodic review, amendment and revision by the Board of Education. Motion carried 5-0.

**11.0 Adopt Handbooks**

Susan Slater moved, seconded by Rod Stewart to adopt the High School, Elementary School, Certified Personnel and Classified Personnel Handbooks and Crisis Management Plan as presented. Motion carried 5-0.

**12.0 Adopt a Section 125 Flexible Fringe Benefits Plan**

Dennis Welch moved, seconded by Susan Slater to adopt the Section 125 Flexible Fringe Benefit Plan and the 403(b) Annuity Plan. Motion carried 5-0.

**13.0 Petty Cash Resolution**

Rod Stewart moved, seconded by Susan Slater to adopt the petty cash resolution as presented. Motion carried 5-0.

**14.0 High School Activity Account Resolution**

Dennis Welch moved, seconded by Brad Jones to adopt the High School Activity Account Resolution as represented. Motion carried 5-0.

**15.0 Grade School Activity Account Resolution**

Susan Slater moved, seconded by Brad Jones to adopt the Grade School Activity Account Resolution as presented. Motion carried 5-0.

**16.0 Appoint School Attorney**

Rod Stewart moved, seconded by Susan Slater to appoint KASB as the Schools Attorney. Motion carried 5-0.

- 17.0 Appoint Superintendent of Schools as the District's Chief Officer/Coord.**  
Rod Stewart moved, seconded by Brad Jones to appoint the Superintendent of Schools as the District's Chief Officer/Coordinator for all Federal Programs but not limited to, Affirmative Action, Title Programs. Motion carried 5-0.
- 18.0 Adopt official depository**  
Susan Slater moved, seconded by Rod Stewart to adopt First National Bank, United Bank and Trust, Citizens National Bank and Signature Bank as the district's official depository. Motion carried 5-0.
- 19.0 Adopt the Annual Waiver of Requirements for GAAP**  
Dennis Welch moved, seconded by Rod Stewart to adopt the annual waiver of requirements for Generally Accepted Accounting Principles. Motion carried 5-0.
- 20.0 Adopt the 1,116 hour calendar**  
Susan Slater moved, seconded by Rod Stewart to adopt the 1,116 hour calendar. Motion carried 5-0.
- 21.0 Designate truancy officers**  
Susan Slater moved, seconded by Brad Jones to designate Phil Wilson as the 7-12 and Ron Scott as the K-6 truancy officers. Motion carried 5-0.
- 22.0 Appoint hearing officer for free and reduced priced meal application appeals**  
Brad Jones moved, seconded by Dana Cecrle to appoint Michael Stegman as hearing officer for free and reduced priced meal application appeals. Motion carried 5-0.
- 23.0 Appoint food service representative**  
Brad Jones moved, seconded by Dennis Welch to appoint Michael Stegman as the food service representative. Motion carried 5-0.
- 24.0 Appoint LCNCK representative**  
Susan Slater moved, seconded by Rod Stewart to appoint Michael Stegman as LCNCK representative. Motion carried 5-0.
- 25.0 Designate KPERS representative**  
Dana Cecrle moved, seconded by Rod Stewart to designate Teresa Penning as KPERS representative. Motion carried 5-0.
- 26.0 Establish school lunch and breakfast prices**  
Susan Slater moved, seconded by Rod Stewart to establish school lunch prices for K-12 at \$1.75 and Adults at \$2.95. Motion carried 5-0.

- 27.0 Establish school breakfast prices**  
Brad Jones moved, seconded by Susan Slater to establish school breakfast prices for K-12 \$.85, and Adult \$1.4. Motion carried 5-0.
- 28.0 Extra milk prices**  
Dana Ceerle moved, seconded by Rod Stewart to establish extra milk prices at \$0.25. Motion carried 5-0.
- 29.0 Establish textbook rental fees**  
Brad Jones moved, seconded by Susan Slater to establish textbook rental fees for K-8 at \$22.50 and 9-12 at \$45.00 and Driver Education at \$50.00. Motion carried 5-0.
- 30.0 Textbook Fee Waiver Program**  
Rod Stewart moved, seconded by Brad Jones to continue the Textbook Fee Waiver Program. Motion carried 5-0.
- 31.0 Substitute Teacher Rate**  
Dennis Welch moved, seconded by Rod Stewart to set the substitute teacher rate at \$85.00 per diem for the first ten consecutive days of teaching. If the substitute teaches for the same absent instructor for more than ten consecutive days (and if the substitute currently possesses certification in one of the subject areas being taught), that substitute teacher shall, on the 11<sup>th</sup> day of service, be placed at his/her respective experience step and educational lane of the current USD 108 salary schedule. Commencing with the 11<sup>th</sup> day of consecutive substitute teaching for the same instructor (and providing the certification requirements are met), that teacher shall, therefore, receive 1/185<sup>th</sup> reimbursement *per diem* (based on his/her respective experience step and educational lane of the current salary schedule), for the remaining consecutive substitute teaching days. Motion carried 5-0.
- 32.0 Set Mileage rate**  
Rod Stewart moved, seconded by Susan Slater to set the private vehicle mileage reimbursement rate at \$.50 per mile for the privately owned automobile. Motion carried 5-0.
- 33.0 Designate official Newspaper**  
Susan Slater moved, seconded by Brad Jones to designate the Washington County News as the district's official newspaper. Motion carried 5-0.
- 34.0 Establish Board of Education meeting dates, locations, time**  
Rod Stewart moved, seconded by Dana Ceerle to establish the Board of Education meeting dates, location and times as presented. Motion carried 5-0.
- 35.0 Shared Staff Agreement**

Susan Slater moved, seconded by Brad Jones to approve the shared staff agreement for Debra Bisnette. Motion carried 5-0. Susan Slater moved, seconded by Brad Jones to approve the shared staff agreement for Michelle Mintzmyer. Motion carried 5-0.

**36.0 Publish Budget/Budget Hearing**

Brad Jones moved, seconded by Rod Stewart to publish the 10-11 Budget as presented and set the Budget Hearing for August 9, 2010 at 7:30 p.m. Motion carried 5-0.

**37.0 Late Start Schedule**

Rod Stewart moved, seconded by Brad Jones to approve the Late Start schedule as presented. Motion carried 5-0.

**38.0 Board Policy Updates**

Rod Stewart moved, seconded by Dennis Welch to approve policy updates as recommended by the superintendent. Motion carried 5-0.

**39.0 West Elementary Parking Lot**

Superintendent Stegman recommended to the Board that they laser grade and seal the west parking lot. It was the consensus of the Board to approve his recommendation.

**40.0 East Elementary Roof**

Superintendent Stegman also discussed the hail and wind damage to the East Elementary building and explained the insurance coverage for this loss.

**41.0 Adjournment**

Brad Jones moved, seconded by Rod Stewart to adjourn. Motion carried 5-0.

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Teresa Penning, Clerk  
Washington County Schools, U.S.D. #108