

Board of Education Regular Meeting  
Unified School District #345  
September 12, 2016, 6:00 PM  
Seaman Education Center  
901 NW Lyman Road  
Topeka, KS 66608

**Official minutes of the regular meeting held September 12, 2016.**

The Board of Education, Seaman Unified School District 345, Shawnee County, Kansas, held a regular meeting September 12, 2016, 6:00 PM at the Seaman Education Center, 901 N.W. Lyman Road, Topeka, Kansas 66608.

**1. CALL TO ORDER**

The meeting was called to order at 6:00 PM by Board President Fred Patton.

**ATTENDANCE:** Board Members, Mr. James Adams, Mr. Frank Henderson Jr., Mr. Fred Patton, Mr. Rich Eckert, Ms. Christie Appelhanz, and Dr. Steve Noble, Superintendent.

**ABSENT:**

**ALSO ATTENDING:** Annie Diederich, Dennis Peerenboom, Terry Morrow, Patty Carter, Bob Horton, Jason Golder, Candace LeDuc, Amanda Herrman, Chris Meier, Kennedy Meier, Galenna Nelson, Tegan Swoboda, Cindy Swoboda, Karl McNorton, Brenda McNorton, Sean Stattelmann, Steve Heilman, Sarah Brinkley, Mary Beck, Dnaielle Bailey, Chelsea Christman, Krystal Zurmely, SHS Softball Team, Dr. Aaron Gray, Mike Monaghan, Angela Deines and Brenda Burgett.

**2. PRESIDENTS REMARKS:** The Board recognized and congratulated the coaches and players from the 2016 State Softball Championship Team.

Mr. Patton also recognized Mary Beck who was awarded the Kansas Geography Educator of the year.

**3. VICE PRESIDENTS REMARKS:** Vice President, Frank Henderson Jr., who serves on the Board of directors for NSBA, gave an update on issues that NSBA is working on.

**4. SUPERINTENDENT'S REMARKS:** Dr. Noble spoke to the board on the upcoming 2016 KASB Convention, December 2-4 in Wichita. NSBA is March 25-27 in Denver.

The Board will hold a Boardsmanship training on October 6<sup>th</sup> at the Sunrise Optimist Building beginning at 6:00 pm.

Dr. Noble updated the board on enrollment numbers and class sizes in the district.

**5. PUBLIC COMMUNICATIONS:** None

**6. ADOPTION OF THE AGENDA:** Mr. Henderson made the motion to accept the agenda seconded by Mr. Adams. Motion carried 5-0

**7. DISPOSITION OF BUSINESS BY CONSENT:**

Ms. Appelhanz moved, seconded by Mr. Henderson, to approve the Disposition of Business by Consent. Motion carried 5-0.  
Business by Consent included:

**A. Minutes:** Approved the minutes from August 8, 2016, August 25, 2016 and August

30, 2016.

**B. CLASSIFIED CONTRACTS:** Approved

**C. CERTIFIED CONTRACTS:** Approved

**D. DISPOSAL OF DISTRICT PROPERTY:** Approved donating approximately 350 surplus desks to the First United Methodist Church of Kansas to be shipped to Zambia, Africa

**E. OUT OF STATE STUDENT TRAVEL REQUESTS:** Approved

**F. DISTRICT CREDIT CARD EXPENDITURES:** Approved

**G. GIFTS AND GRANTS:** Approved

1. Northrop Grumman Corporate Sponsorship for \$1,055 to support Seaman High School's STEM-Vex EDR Robotics Program.
1. VI-B Grant (IDEA Federal Funds)

**H. RESIGNATIONS AND RETIREMENTS:**

**RESIGNATIONS:**

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Nancy Henry – SPED Para @ LO eff. 8/17/16  
Grace Davey – SPED Para @ WI eff. 9/11/16  
Nichole Box – At Risk Para @ WI eff. 9/9/16  
Jessica Bogina – Secretary @ SMS eff. 8/10/16  
Shelby Redmon – ELL para @ NH eff. 9/16/16

**RETIREMENTS**

Pam Besser – SPED Teacher @ SHS eff. May 25, 2016  
Brenda Burgett – Secretary @ SEC eff. 10/1/16 – requesting insurance

**8. DISCUSSION ITEMS**

**A. CURRICULUM UPDATE:** Mr. Garman and Mrs. Diederich updated the Board on Curriculum Items, awards and Staff training. Jamey Michael, Amanda Herrman and Galenna Nelson shared the Steps to Respect, Second Steps. Mr. Garman shared the news that Maret Schrader was the winner of Region 2 Teacher of the Year.

**B. SPECIAL EDUCATION UPDATE:** Mrs. Carter updated the board on SPED items and staff training.

**C. FACILITIES REPORT:** Mr. Golder shared work being done by the Maintenance Dept. and the status of the Pleasant Hill repair of hail damage.

**C. TECHNOLOGY REPORT:** Mr. Morrow shared technology work being done in the district, powerschool states and webtickets compared to last year.

7:08 Ms. Appelhanz left the meeting.

7:09 Ms. Appelhanz returned to the meeting.

**D. HEARD MATHES EARLY CHILDHOOD CENTER REMODEL:** Dr. Noble, and HTK staff updated the board on the proposed Mathes Early Childhood Center.

7:13 Mr. Eckert left the meeting.

7:15 Mr. Eckert returned to the meeting.

**F. HEARD LOGAN HVAC PROPSAL:** Mr. Horton informed the board on estimates

for replacement of the Logan LVAC system and proposals on how to fund it.

**9. ACTION ITEMS:**

**A. CONSIDER APPROVAL OF CLAIMS AND FINANCIAL INFORMATION:**

Motion was made by Mr. Eckert seconded by Mr. Henderson to approve the claims for the month of August. Motion Carried 5-0

**August Handwrite Checks for Approval in September**

93037-93055	Food Service Monthly Expenditures	
93056-93246	Main Monthly Expenditures	
92347	Centerpoint Energy Services	\$3,130.23
93248-93265	Main Payroll Expenditures	
93266-93273	Food Service Payroll Expenditures	
93274	Cox Communications	\$3,659.73
93275	Kansas Gas Service	\$29.77
93276	AT&T	\$8,434.90
93277	AT&T	\$1,492.92
93278	Westlake Hardware	\$41.21
93279	US Bank Voyager Fleet Sys	\$567.68
93280	Cox Communications (FS)	\$188.19
93281	Diamond Printing Service	\$2,494.60
93282	AT&T	\$9,093.13
93283	Wal-Mart Community	\$1,377.22
93284	Sheila Hollar	\$450.00
93285	Sherilynn Flowers	\$425.00
93286	Business Card	\$7,514.81
93287	AT&T Mobility	\$190.51
93288	Westar Energy	\$81,571.82
93289	Sam's Club Direct	\$1,473.53
93290	VOID	
93291	BCBS of Kansas Blue Choice (FS)	\$2,897.85
93292	BCBS of Kansas Blue Choice	\$211,333.27

**B. RELOCATION OF VIKING VOYAGER AND VIKING QUEST PROGRAMS:**

Motion was made by Ms. Appelhanz seconded by Mr. Eckert to approve relocating the Viking Voyager and Viking Quest Programs to Pleasant Hill. Motion Carried 5-0

**C. Bids**

1. Motion was made by Mr. Eckert, seconded by Mr. Henderson to approve the bid for the replacement of the sanitary sewer line at the Logan Fieldhouse to Tazco Inc in the amount of \$31,000. Motion Carried 5-0

2. Motion was made by Mr. Eckert seconded by Mr. Henderson to approve the bids from Midland Restoration Co. in the amount of \$65,300 for the SHS stadium and SEC Waterproofing Project.  
Motion Carried 5-0

**D. USD 345 SCHOOL DISTRICT POLICE STANDARD OPERATING**

**PROCEDURES:** Motion was made by Ms. Appelhanz seconded by Mr. Patton to

approve the USD 345 School District Police Standard Operating Procedures as presented.  
Motion Carried 5-0

**E. KASB BOARD POLICY REVISIONS:** Motion was made by Mr. Adams seconded by Ms. Appelhanz to approve the KASB Board Policy Recommended Board Policy Revisions. Motion Carried 5-0

**10. PERSONNEL**

A. Motion was made by Mr. Adams seconded by Ms. Appelhanz approve the health insurance retirement benefit for Brenda Burgett. Motion Carried 5-0

**11. APPOINTMENT OF BOARD MEMBERS:**

A. Motion was made by Mr. Henderson, seconded by Mr. Adams to appoint Karl McNorton to fulfill the board opening in section C.  
Motion Carried 5-0

B. Motion was made by Mr. Adams, seconded by Mr. Henderson to appoint Cherie Sage to fulfill the board opening in section A.  
Motion Carried 4-1 (Eckert)

**12. ADJOURNMENT**

Mr. Adams moved, seconded by Mr. Patton, to adjourn the meeting.  
Motion carried 5-0.

Meeting adjourned at 7:58.

Brenda Burgett, Clerk  
Seaman Board of Education