

**UNIFIED SCHOOL DISTRICT #345 BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

July 10, 2017, 6:00 PM

Seaman Education Center, 901 N.W. Lyman Road, Topeka, Kansas 66608

**Members Present:**

James Adams, Frank Henderson Jr., Fred Patton, Rich Eckert, Christie Appelhanz, Karl McNorton, and Cherie Sage

**Members Absent:**

**Others:**

Theresa Dunham, Steve Noble, Annie Diederich, Rod Garman, Dedra Raines, Dennis Peerenboom, Terry Morrow, Jason Golder, Bob Horton, John McArthur, Michael Munoz, Mike Monaghan

<b>1. CALL TO ORDER</b>	Fred Patton called the meeting to order at 6:00 pm.
A. Pledge of Allegiance	Christie Appelhanz led the Pledge of Allegiance
<b>2. PRESIDENTS REMARKS</b>	
A. NSBA Update	Frank Henderson updated the board on NSBA.
<b>3. SUPERINTENDENT'S REMARKS</b>	
A. Mathes Learning Center Update	Dr. Noble updated the board on Mathes Learning Center
<b>4. PUBLIC COMMUNICATIONS</b>	
A.	Christie Appelhanz proposed live streaming board meetings. One possibility is the Open Media Foundation, who would do it for free the first year, and charge after that. It was proposed that SHS students or our tech dept. could also handle the live streaming. Terry Morrow will report in August how we could do this. First live stream of the BOE mtg. could be September.
<b>5. ADOPTION OF THE AGENDA</b>	
A. Adopt the agenda	Approved the agenda as published.  Motion: James Adams Second: Rich Eckert Final Resolution: Motion Carried 7-0
<b>6. REORGANIZATION OF THE BOARD OF EDUCATION</b>	
A. Election of President	Appointed Fred Patton as the 2017-18 USD 345 Board of Education President.  Motion: Frank Henderson Second: Cherie Sage Final Resolution: Motion Carried 7-0
B. Election of Vice President	Appointed Frank Henderson as the 2017-18 USD 345 Board of Education Vice President.  Motion: James Adams Second: Cherie Sage Final Resolution: Motion Carried 7-0
C. Appointment of Clerk/Deputy Clerk	Appointed Candace LeDuc as board clerk and Theresa Dunham as deputy board clerk.  Motion: James Adams

Second: Karl McNorton  
 Final Resolution: Motion Carried 7-0

D. Appointment of the Treasurer and Deputy Treasurer Appointed Bob Horton as treasurer and Joely Benedict as Deputy Treasurer.

Motion: James Adams  
 Second: Frank Henderson  
 Final Resolution: Motion Carried 7-0

E. Establish Monthly Meeting Date, Time and Place Approved the Seaman USD #345 Board of Education to meet at the Seaman Education Center in the Ann Minihan Board Room on the second Monday of each month at 6:00 PM with the exception of April, which will be held on the third Monday, and any regular scheduled meeting may be adjourned to another time and place when necessary.

Motion: Fred Patton  
 Second: Frank Henderson  
 Final Resolution: Motion Carried 7-0

**7. DISPOSITION OF BUSINESS BY CONSENT**

A. Minutes	Approved
B. Disposal of District Property	Approved
C. Classified Contract	Approved
D. Certified Contract	Approved
E. Resignations & Retirements	Approved
F. Approval of School Resource Officer Program	Approved
G. Consider Mileage Rate	Approved
H. Consider Appointment of KPERS Designated Agent	Approved Dennis Peerenboom as the KPERS designated agent.
I. Consider Appointment of Freedom of Information Officer	Approved Candace LeDuc as the Freedom of Information Officer.
J. Consider Appointment of Compliance Coordinator for Federal Anti-Discrimination Laws	Approved Dennis Peerenboom as the compliance coordinator.
K. Consider Appointment of the District Hearing Officer for Suspensions and Free and Reduced Priced Meal Application Appeals	Approved Bob Horton as the hearing officer and Annie Diederich as the back-up.
L. Consider Appointment of Child Nutrition and Wellness Program Authorized Representative	Approved Kaye Kabus as authorized representative for Child Nutrition and Wellness Program.
M. Consider Appointment of Truancy Officers	Approved building principals as designated truancy officers.
N. Consider Legal Publication Approval	Approved Metro News as the official publication for Seaman School District.
O. Consider Exemption from GAAP Auditing Requirement	Approved exemption from GAAP auditing requirement.
P. Consider Exemption from the Activity Fund Guideline	Approved exemption from the activity fund guidelines.
Q. Consider Authorization for Early Payment of Utility and Fuel Bills	Approved authorization for Early Payment of Utility Bills and "As-Needed" Bidding of Motor Fuel.
R. Consider Petty Cash Amounts	Approved the proposed petty cash amounts.
S. Consider 1,116 Hour School Year	Approved the adoption of the 1,116 hour school year.
T. Authorization for File Impact Aid Section 8003 Application	Approved File Impact Aid Section 8003 application.
U. Consider Contract for Kansas Educational	Approved contract as presented.

Technology Consortium (WEBKIDSS)

V. Consider Greenbush Contract for Vision and Hard of Hearing Teacher and Specialty Services	Approved contract as presented.
W. Consider Limited Open Forum Use of School District Buildings	Approved limited open forum use of school district buildings.
X. Consider District Depository and Security Requirements	Approved Silver Lake Bank as the depository of district funds.
Y. Consider School Attorney	Approved school attorney as presented.
Z. Consider Membership in Project Stay through Southeast Kansas Educational Service Center	Approved contract as presented.
AA. Consider Agreement with Advocate Home Specialty Care for Skilled Nursing Services	Approved contract as presented.
BB. Consider Greenbush Contract for Medicaid Billing Services	Approved contract as presented.
CC. Consider Contract with Greenbush for Project Plus	Approved contract as presented.
DD. Consider Athletic Trainer Contract	Approved contract as presented.
EE. District Credit Card	Approved
FF. Consider Updated Wellness Policies	Approved
GG. Approval of Consent Agenda	Approved the consent agenda as published with district's recommendations.
	Motion: James Adams Second: Karl McNorton Final Resolution: Motion Carried 7-0

**8. ACTION ITEM**

A. 2013 Bond Issue Refund	Approved a resolution of the board of education of Unified School District No. 345, Shawnee County, Kansas, authorizing the district, Ameritas Investment Corp., as "underwriter" and Robert J. Perry, Esq., as "bond counsel", to effectuate the issuance of the district's general obligation refunding bonds, the proceeds from which will prepay and redeem a portion or all of the district's outstanding general obligation bonds, all pursuant to the district's powers under KSA §10-427 et seq., and KSA §10-620 et seq., all as amended and supplemented.
	Motion: Rich Eckert Second: Karl McNorton Final Resolution: Motion Carried 7-0

**9. DISCUSSION ITEMS**

A. Centennial League Update	Brad Dietz updated the board on the Centennial League.
B. Hear Curriculum Report	Rod Garman and Annie Diederich updated the board on curriculum items.
C. Hear Facilities Report	Jason Golder updated the board on maintenance work in the district.
D. Hear Technology Report	Terry Morrow updated the board on technology in the district.
E. Hear Special Education Report	Dedra Raines updated the board on SPED items. Rich Eckert stepped out at 6:53, he returned at 6:54.
F. Hear Budget Report	Bob Horton updated the board on the district budget.

**10. ACTION ITEMS**

A. Financial Information/Claims	Approved financial information/claims as published.
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	<p>Motion: Rich Eckert                  Second: Cherie Sage                  Final Resolution: Motion Carried 7-0</p>
B. Consider Bids	<p>Approved the bid from Bettis Asphalt for the North Fairview driveway/parking lot addition for \$158,000</p> <p>Motion: Karl McNorton                  Second: Cherie Sage                  Final Resolution: Motion Carried 5-0 (R Eckert &amp; C Appelhanz recused themselves).</p>
C. Consider Appointment of Board Representative(s) to SSDC Council	<p>Appointed board member(s) Karl McNorton to the SSDC Council.</p> <p>Motion: Fred Patton                  Second: James Adams                  Final Resolution: Motion Carried 7-0</p>
D. Consider Appointment of Board Representative(s) to KASB Governmental Relations Committee	<p>Appointed board member Fred Patton to the KASB Governmental Relations Committee.</p> <p>Motion: James Adams                  Second: Karl McNorton                  Final Resolution: Motion Carried 7-0</p>
E. Consider Appointment of Board Representative(s) to Calendar Committee	<p>Appointed board member Rich Eckert to the Calendar Committee.</p> <p>Motion: Fred Patton                  Second: Frank Henderson                  Final Resolution: Motion Carried 7-0</p>
F. Consider Appointment of Board Representative(s) to District Wellness Council	<p>Appointed board member Cherie Sage to the District Wellness Council.</p> <p>Motion: Frank Henderson                  Second: James Adams                  Final Resolution: Motion Carried 7-0</p>
G. Consider Appointment of Board Representative(s) to Seaman Educational Advantage Foundation	<p>Appointed board member James Adams to the Seaman Educational Advantage Foundation.</p> <p>Motion: Cherie Sage                  Second: Karl McNorton                  Final Resolution: Motion Carried 7-0</p>
H. Consider Appointment of Board Representative(s) to the Technology Advisory Committee	<p>Appointed board members Frank Henderson, James Adams, and Karl McNorton to the Technology Advisory Committee.</p> <p>Motion: Christie Appelhanz                  Second: Cherie Sage                  Final Resolution: Motion Carried 7-0</p>
I. Consider Appointment of Board Representative(s) to Intergovernmental Cooperation Committee	<p>Appointed board members Rich Eckert and Frank Henderson to the Intergovernmental Cooperation Committee.</p> <p>Motion: Cherie Sage                  Second: James Adams                  Final Resolution: Motion Carried 7-0</p>
J. Consider Appointment of Board Representative(s) to the Early Learning Task Force	<p>Appointed board members Christie Appelhanz, Cherie Sage and Frank Henderson to the Early Learning Task Force.</p>

Motion: Cherie Sage  
Second: Karl McNorton  
Final Resolution: Motion Carried 7-0

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K. Consider Plan 125

Approved American Fidelity to administer the district's Plan 125.

Motion: Rich Eckert  
Second: Karl McNorton  
Final Resolution: Motion Carried 7-0

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L. Consider MOU Compliance with SB367  
Policy

Approved MOU as presented.

Motion: Karl McNorton  
Second: Christie Appelhanz  
Final Resolution: Motion Carried 7-0

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**11. PERSONNEL**

Executive Session

The board went into Executive Session to discuss non-elected Personnel at 7:10 pm for 10 minutes. They asked for an additional 5 minutes, but only needed 4 minutes, ending the executive session at 7:24.

Motion: Fred Patton  
Second:  
Final Resolution: Motion Carried 7-0

The executive session ended at 7:24 pm.

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**12. ADJOURNMENT**

A. Adjourn

Meeting adjourned at 7:25 pm.

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