

**MINUTES OF THE BOARD OF EDUCATION
COFFEYVILLE UNIFIED SCHOOL DISTRICT 445**

July 13, 2020

Regular Meeting 5:00 p.m.

Board of Education Office

"Building on a culturally diverse community, USD 445 will prepare all students for life-long learning by providing resources for a comprehensive quality education in a safe environment that promotes high academic achievement and responsible citizenship in a global society." – Mission Statement

"Valuing individuals, Celebrating Learning, Improving Life! USD 445 will provide a happy, caring, hopeful environment that will empower children to achieve their greatest potential." – Vision Statement

The Board of Education of Coffeyville USD 445 met Monday, July 13, 2020 at 5:00 p.m. at the Board of Education Office, 615 Ellis, Coffeyville, KS 67337. President, Darrel Harbaugh called the meeting to order at 5:00 p.m.

Roll Call:

Board Members Present	Others Present
Gail Misch Darrel Harbaugh Karen Rittenhouse Robert Roesky Jason Barnett Dr. Jerry Hamm LaKisha Johnson	Dr. Craig Correll...Superintendent Michael Speer...Asst. Sup./Bus. Manager Matt Jordan...KGGF Radio Andy Taylor...Montgomery County Chronicle Jennifer Humphres...Coffeyville Journal

Action Items

Board Action for Reorganization for 2020-2021

Elect Board President and Vice-President

Nomination of Darrel Harbaugh to be President was made by Gail Misch and seconded by Jason Barnett. Motion carried 7-0.

Elect Board President and Vice-President

Nomination of Robert Roesky to be Vice-President was made by Karen Rittenhouse and seconded by Gail Misch. Motion carried 7-0.

Board Action for to Assign Representative to Tri-County Special Education Cooperative

Nomination of Robert Roesky to be the Tri-County representative was made by Karen Rittenhouse and seconded by Gail Misch. Motion carried 7-0.

Adoption of Agenda:

Motion made by Robert Roesky to adopt the agenda, second by Jason Barnett. Motion carried 7-0.

Adoption of Consent Agenda:

Motion made by Jason Barnett to adopt the consent agenda, second by LaKisha Johnson. Motion carried 7-0.

A. Acceptance of Resignations/Retirement

1. Resignation – Darla Samples, Teacher Assistant, CES

2. Resignation – Esther Cuevas, Building Secretary, CES
 B. Approval of Minutes of Regular Meeting, June 8 and June 29, 2020 (pg. 3)
 C. Approval of Bills and Treasurer's Report (pg. 21)

Payroll	\$ 626,969.13	Special Ed.	\$ 361,389.53	Title I	\$ 3,799.96
General Fund	\$ 118,587.25	Vocational	\$ 4,873.28	Title II-A	\$ 3,216.00
LOB	\$ 93,213.12	Indian Ed.	\$ 596.55	Title III	\$ 424.10
4 Yr old AR	\$ 3,519.00	JOM	\$ -	Title IV	\$ 1,000.00
At-Risk	\$ 5,179.57	KPERS	\$ -	Title VI-B	\$ 597.00
Bilingual	\$ -	Textbook	\$ -	21st CCLC-CES	\$ 7,634.04
Virtual	\$ -	Activity	\$ 9,539.00	21st CCLC-ELC	\$ -
Capital Outlay	\$ 27,567.67	Bond & Int.	\$ -	ECBG Grant	\$ 23,670.36
Driver's Ed.	\$ 300.00	Rec. Comm.	\$ 132,360.18	PAT MEICHV I	\$ 794.50
Food Service	\$ 18,312.10	Rec. Benefits	\$ 34,170.67	PAT MEICHV II	\$ -
In-Service	\$ 2,725.00	Misc Gifts/Grant	\$ -	B&G Club	\$ 1.71
Parent Ed.	\$ 354.35	FKHS Pool	\$ 295.00	ESSER CARES	\$ 19,999.86

- D. Designation of Bank for Active Accounts for 2020-2021 (page 35)
 E. Designation of Depository Banks for 2020-2021 (page 35)
 F. Designation of Official Newspaper for 2020-2021 (page 35)
 G. Designation of Official Radio Station for 2020-2021 (page 35)
 H. Appointment of Treasurer and Deputy Treasurer for 2020-2021 (page 35)
 I. Appointment of Clerk and Deputy Clerk for 2020-2021 (page 35)
 J. Designation of KPERS Authorized Representative for 2020-2021 (page 35)
 K. Renewal of Agreements with Federal Government and State of Kansas to Continue Child Nutrition Programs and Appointments of Hearing Officer for Free and Reduced-Priced Meal Application Appeals for 2020-2021 (page 35)
 L. Designation of Title I Authorized Representative for 2020-2021 (page 36)
 M. Designation of Title IX Authorized Representative for 2020-2021 (page 36)
 N. Designation of 504 Coordinator for 2020-2021 (page 36)
 O. Designation of Freedom of Information Officer for 2020-2021 (page 36)
 P. Designation of Homeless Coordinator for 2020-2021 (page 36)
 Q. Adoption of 1,116 Hour Calendar
 R. Approval of Participation in Federal Programs for 2020-2021 and Authorization to Sign Grant Applications (page 36)
 S. Approval of Section 125 Flex Benefits Administrators: NueSynergy
 T. Adoption of Resolutions 2020071301, Authorizing Petty Cash Fund Accounts (page 37)
 U. Adoption of Resolution 2020071302, Authorizing Early Payment of Claims (page 39)
 V. Adoption of Resolution 2020071303, Waiving the Annual Requirement of Generally Accepted Accounting Principles and Fixed Asset Accounting (page 40)
 W. Adoption of Resolution 2020071304, Rescinding Policy Statements and the Board of Education Adopt the Policy Manual as Presented (page 41)
 X. Designation of School Attendance Officers for 2020-2021 (page 42)
 Y. Designation of School Board Meeting Dates for 2020-2021 (page 43)
 Z. Approval of Adoption Rates and Fees for 2020-2021 (page 44)
 AA. Approval of Holy Name Lunch Agreement for 2020-2021 (page 45)

Miscellaneous Reports and Discussion:

Positive Comments:

- Karen Rittenhouse commented saying the brick work at RMS looked wonderful.

- Darrel Harbaugh commented on the increased number of students attending summer conditioning compared to previous years.

Central Office Reports:

1. Superintendent
 - a. Negotiations
 - (i) IBB process was used and it went very well.
 - (ii) Step and column increases,
 - (iii) Health Insurance employer portion
 - (iv) \$750 increase on the base making it \$42,750
 - (v) Due process renewed
 - (vi) Various date changes.
 - (vii) 109 bargaining unit. Needed 55 to ratify. There 62 total votes with 59 "yes" votes and 3 "no" votes.
 - b. Reopening Schools Update
 - (i) Surveys were sent out to the parents. The second survey represents 52% of our students with about a third expressing wishes to do some sort of remote learning.
 - (ii) The first survey really indicated parents wanted in-person or remote learning, no mixing of the two. Depending on the results of the committee work, additional surveys may need to be sent out.
 - (iii) The document KSDE put out is very good and takes a hard stance on some items and recommendations on others.
 - (iv) Committees have been formed to break up different areas of the reopening plans. The committees are meeting this week and will all come together late this week.
 - (v) These plans and committee work could change as aspects of the COVID may change.
 - (vi) It is likely that we will have to have a quick special meeting in July to approve the reopening plan. Most likely this will be at the end of the month but prior to the enrollment timeframe.
 - (vii) Consistency and communication will be imperative as the opening draws closer.
2. Business Manager/Clerk of the Board
 - a. First student Transportation Agreement
 - (i) 2nd extension of the existing contract.
 - (ii) 1st year has a 5% increase with a 3% increase in each of the remaining four years.
 - b. Updates to District Handbooks
 - (i) Various date and name changes in the handbooks
 - (ii) Payment of Earnings updated to reflect KPERS criteria
 - (iii) Vacation package updated to allow employees to take earned vacation days with approval of supervisor. Removed old more restrictive language
 - (iv) Substitute pay per day will increase from \$90 per day to \$100 per day.
 - c. Facilities Update
 - (i) Review the items told to the district by the community during the bond attempts
 1. Do not want another bond
 2. Break the project up into multiple phases or smaller projects
 3. Lessen the number of years for payments
 - (ii) Primary areas of focus
 1. Safe/secure entrances
 2. New physical education/gym for RMS
 3. Address ADA concerns

4. Mechanical/Electrical/Plumbing concerns addressed
- (iii) Phase I was presented at previous board meetings. Funding will now have to be secured using means the district has to collect the funds.
- (iv) The board passed a resolution to have the authority to increase 3 mills in Capital Outlay for projects such as this.
- (v) A lease purchase split over several years, will allow enough funds to be collected to pay the payment for Phase I updates. The lease purchase resolution will be presented to the board at the August 5, 2020 meeting. The resolution will require an increase in the number of mills in Capital Outlay.

Tri-County Special Education Report

- Robert Roesky was elected as the Tri-County Board President.
- Currently, special education is underfunded. They have to pull funds from each of the seven districts that make up Tri-County.
- Teachers did not see an increase in their pay, but they did receive medical insurance and an additional personal day. The base salary is approximately \$40,700. Tri-County keeps the starting salary as an average of the seven districts.
- There are still a few positions that are available that still need filled.

Coffeyville Recreation Commission (CRC) Report

All remaining reports as printed on the agenda and in the Board Booklet

Executive Session:

Motion made by Robert Roesky to go into executive session for 15 minutes to discuss an employee(s) performance pursuant to the nonelected personnel exception under the Kansas Open Meetings Act, and the open meeting will resume in this room at 6:15 pm. Seconded by Karen Rittenhouse. Motion carried 7-0.

Reconvened to Open Session at 6:15 p.m. with no action taken.

Action Items:

Board Action to approve the Superintendent's recommendation to approve the agreement with First Student for student transportation.

Motion made by Jason Barnett to approve the Superintendent's recommendation to approve the agreement with First Student for student transportation. Seconded by Karen Rittenhouse. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of the Negotiated Agreement for the 2020-2021 school year.

Motion made by Gail Misch to approve the Superintendent's recommendation of the Negotiated Agreement for the 2020-2021 school year. Seconded by Dr. Jerry Hamm. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of administrative increases.

Motion made by LaKisha Johnson to approve the Superintendent's recommendation of administrative increases. Seconded by Robert Roesky. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of director increases.

Motion made by Jason Barnett to approve the Superintendent's recommendation of director increases. Seconded by Dr. Jerry Hamm. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of support staff increases.

Motion made by Karen Rittenhouse to approve the Superintendent's recommendation of support staff increases. Seconded by Robert Roesky. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of changes to the Substitute Handbook.

Motion made by LaKisha Johnson to approve the Superintendent's recommendation of changes to the Substitute Handbook. Seconded by Gail Misch. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of changes to the District Employee Handbook.

Motion made by Jason Barnett to approve the Superintendent's recommendation of changes to the District Employee Handbook. Seconded by Robert Roesky. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of changes to the Licensed Employee Handbook.

Motion made by Robert Roesky to approve the Superintendent's recommendation of changes to the Licensed Employee Handbook. Seconded by Karen Rittenhouse. Motion carried 7-0.

Adjournment:

At 6:20 p.m., President, Darrel Harbaugh adjourned this July 13, 2020 regular session of the governing Board of Education for Coffeyville Unified Schools District 445.

Clerk of the Board

USD 445 Coffeyville

JULY 13, 2020

Negotiations

- ▶ Step and Column increases
- ▶ Health Insurance increase (employer portion)
- ▶ \$750 added to the base salary. Base Salary would be \$42,750.
- ▶ New Language added:
 - ▶ Teachers who have exhausted all available sick days and who continue to miss scheduled contract days, will immediately have any available discretionary days charged for the absence.
- ▶ Fair Dismissal Article extended
- ▶ Various date changes.
- ▶ Teacher Ratification vote: 109 bargaining unit, 55 needed
62 voted (57%), 59 Yes, 3 No

Various Group Percentages

Group	F21	F20	F19	F18	F17	F16	F15	F14	F13	F12	F11	F10	F09	F08
Licensed Staff (Average)														
Salary % increase:	2.6%	5.7%	2.8%	6.1%	1.4%	2.0%	2.0%	3.6%	4.2%	1.7%	1.0%	1.0%	3.9%	3.4%
% Increase on the base:	1.8%	5.0%	1.5%	5.4%	0.5%	1.2%	1.0%	2.8%	2.9%	1.2%	0.0%	0.0%	4.3%	3.2%
% increase SHC	4.5%	3.6%	7.5%	6.7%	5.8%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%	0.8%	5.7%
Total Package Inc.:	3.0%	5.3%	3.7%	6.1%	2.2%	2.7%	1.6%	1.9%	4.8%	3.8%	2.1%	2.0%	3.8%	4.2%
Administration (Average)														
Salary % Inc.	2.1%	3.3%	3.5%	4.8%	1.1%	0.7%	1.5%	3.2%	1.7%	1.7%	0.9%	1.1%	2.2%	3.6%
% increase SHC	4.5%	3.6%	7.4%	6.7%	5.2%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%	0.8%	5.7%
Total pkg. % Inc.	2.4%	3.3%	4.1%	5.1%	1.6%	0.9%	1.5%	1.4%	2.3%	2.7%	1.8%	1.9%	2.1%	4.1%
Directors (Average)														
Salary % Inc.	2.6%	3.4%	3.7%	4.8%	0.9%	0.9%	2.0%	3.2%	2.9%	1.8%	0.8%	0.8%	4.8%	3.0%
% increase SHC	4.5%	3.5%	7.2%	6.7%	5.9%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%	0.8%	5.7%
Total pkg. % Inc.	2.9%	3.4%	4.4%	5.0%	1.8%	1.1%	1.5%	1.6%	3.7%	3.8%	2.0%	2.0%	4.8%	4.2%
Classified Staff (Average)														
Salary % Inc.	4.2%	7.5%	1.8%	9.4%	2.0%	2.8%	4.2%	4.6%	4.0%	2.1%	0.9%	0.8%	4.9%	2.4%
% increase SHC	4.5%	3.6%	7.5%	6.7%	5.2%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%	0.8%	5.7%
Total pkg. % Inc.	4.3%	6.4%	3.4%	8.5%	2.9%	3.8%	3.5%	2.3%	5.1%	5.7%	3.0%	2.2%	4.7%	4.4%
Support Staff (Average)														
Salary % Inc.	2.4%	5.2%												
% increase SHC	4.5%	3.5%												
Total pkg. % Inc.	2.8%	4.7%												

Reopening Schools Update

- ▶ State reopening plan released
- ▶ USD 445 current reopening committee work

Elementary

Secondary

Remote Learning

Child Nutrition

Transportation

Maintenance/Custodial

Athletics

ESOL

Social/Emotional Learning

First Student Agreement

- ▶ This would be a 2nd extension of the original from 2005-2010.
- ▶ Five Year Agreement (2020-2025)
- ▶ Increases
 - ▶ First year: 5% increase over last agreement
 - ▶ Remaining years: 3% increase over previous year

	2019-20	Year 1	Year 2	Year 3	Year 4	Year 5
Regular 71 Pass	256.40	269.22	277.30	285.62	294.19	303.02
Regular 84 Pass	318.19	334.10	344.12	354.44	365.07	376.02
PK	64.00	67.20	69.22	71.30	73.44	75.64
SpEd K	88.17	92.58	95.36	98.22	101.17	104.21
SpEd Single	276.28	290.09	298.79	307.75	316.98	326.49
SpEd Double	393.83	413.52	425.93	438.71	451.87	465.43
Bus Monitor	94.20	98.91	101.88	104.94	108.09	111.33
Activity Hourly	19.40	20.37	20.98	21.61	22.26	22.93
Activity Mileage	1.42	1.49	1.53	1.58	1.63	1.68
Activity Minimum	53.64	56.32	58.01	59.75	61.54	63.39
	801,266.67	841,328.55	866,574.99	892,573.83	919,352.43	948,939.86

District Handbook Updates

- ▶ Various date changes and word updates.
- ▶ Payment of Earnings
 - ▶ Due to changes within the KPERS system, employees may only change their payment of earnings one time during their career with USD 445 unless they are changing positions. Employees who transfer from a position to a completely different position will have the option to change their payment of earnings settings at that time.
- ▶ Vacation Policy
 - ▶ All vacation day requests are subject to supervisory approval. A maximum of five (5) consecutive days may be taken during the months when school is in session. Custodial/maintenance staff are encouraged to take vacation days when school is not in session. Approval considerations will be based on the impact the requested leave has or interferes with the normal operations of the department/school day and on the number of requests that are made at the same time.

Substitute Handbook Updates

- ▶ Various date changes and word updates.
- ▶ Regular day substitute rate will increase by \$10
 - ▶ Daily Rate will now be \$100

Facility Update

- ▶ Community told us the following items moving forward:
 - ▶ They did not want a bond issue to fix/update the current facilities.
 - ▶ Desire to “break” the overall project up into smaller piece
 - ▶ Reduce the timeline for paying for the fixes/updates.
- ▶ Main areas of focus
 - ▶ Safe/Secure Entrances
 - ▶ New gym/physical education facility for middle school
 - ▶ Address ADA concerns
 - ▶ Mechanical/Electrical/Plumbing concerns.

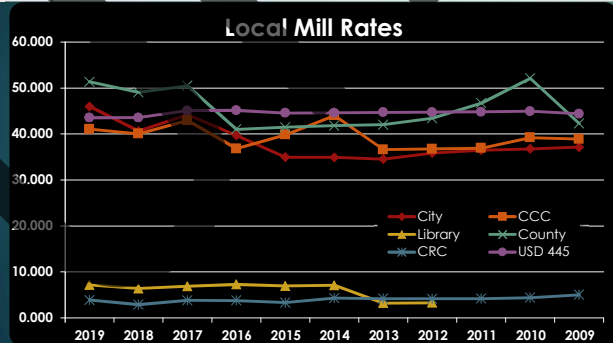
Financing Updates

- ▶ Any updates need to fit within the district's ability to raise funds
- ▶ Board recently approved a resolution that would allow a total of 8 mills in Capital Outlay
 - ▶ This resolution is now in place with no end date.

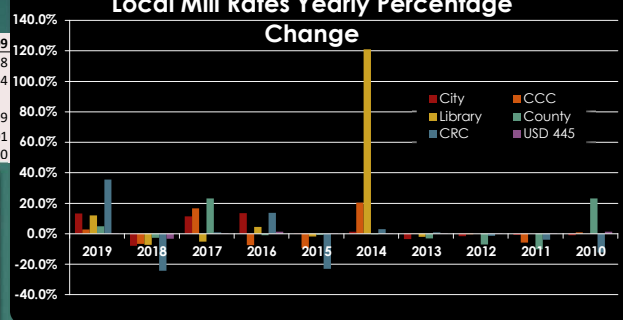
	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
City	46.006	40.614	44.192	39.683	34.971	34.929	34.532	35.845	36.471	36.773	37.158
CCC	41.064	40.024	42.919	36.790	39.838	44.012	36.604	36.727	36.890	39.199	38.894
Library	7.124	6.360	6.869	7.247	6.939	7.073	3.201	3.269			
County	51.363	49.049	50.469	41.004	41.473	41.805	42.018	43.407	46.715	52.100	42.299
CRC	3.880	2.864	3.786	3.753	3.302	4.291	4.166	4.133	4.196	4.376	5.001
USD 445	43.539	43.553	45.102	45.141	44.559	44.606	44.702	44.727	44.801	44.945	44.400

Mill Information

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
City	46.006	40.614	44.192	39.683	34.971	34.929	34.532	35.845	36.471	36.773	37.158
CCC	41.064	40.024	42.919	36.790	39.838	44.012	36.604	36.727	36.890	39.199	38.894
Library	7.124	6.360	6.869	7.247	6.939	7.073	3.201	3.269			
County	51.363	49.049	50.469	41.004	41.473	41.805	42.018	43.407	46.715	52.100	42.299
CRC	3.880	2.864	3.786	3.753	3.302	4.291	4.166	4.133	4.196	4.376	5.001
USD 445	43.539	43.553	45.102	45.141	44.559	44.606	44.702	44.727	44.801	44.945	44.400



Local Mill Rates Yearly Percentage Change



	10-Yr. % +/-	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
City	23.8%	13.3%	-8.1%	11.4%	13.5%	0.1%	1.1%	-3.7%	-1.7%	-0.8%	-1.0%
CCC	5.6%	2.6%	-6.7%	16.7%	-7.7%	-9.5%	20.2%	-0.3%	-0.4%	-5.9%	0.8%
Library	12.0%	-7.4%	-5.2%	4.4%	-1.9%	121.0%	-2.1%				
County	21.4%	4.7%	-2.8%	23.1%	-1.1%	-0.8%	-0.5%	-3.2%	-7.1%	-10.3%	23.2%
CRC	-22.4%	35.5%	-24.4%	0.9%	13.7%	-23.0%	3.0%	0.8%	-1.5%	-4.1%	-12.5%
USD 445	-1.9%	0.0%	-3.4%	-0.1%	1.3%	-0.1%	-0.2%	-0.1%	-0.2%	-0.3%	1.2%