

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

**June 13, 2022**

**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, June 13, 2022 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:**

<b>Board Members Present</b>	<b>Others Present</b>
Gail Misch Darrel Harbaugh Robert Roesky Jason Barnett <i>(Attended Via phone)</i> Dr. Jerry Hamm LaKisha Johnson	Dr. Craig Correll...Superintendent Lora Stalford...Curriculum Director Michael Speer...Asst. Sup./Bus. Manager Matt Jordan...KGGF Radio Andy Taylor...Montgomery County Chronicle Martha Boucher...Coffeyville Journal
<b>Board Members Absent</b>	
Karen Rittenhouse	

**Budget Hearing opened at 5:00 pm**

**Adoption of Agenda:**

Motion made by Robert Roesky to adopt the agenda, second by LaKisha Johnson.  
 Motion carried 6-0.

**Adoption of Consent Agenda:**

Motion made by Dr. Jerry Hamm to adopt the consent agenda, second by Robert Roesky.  
 Motion carried 6-0.

- A. Approval of Minutes of Regular Meeting, May 9, 2022 and special meeting May 24, 2022.
- B. Approval of Bills and Treasurer's Report

Payroll/Liability	\$ 597,329.95	Vocational	\$ 2,921.90	Title III	\$ 1,562.00
General Fund	\$ 272,788.71	Indian Ed.	\$ 1,782.33	Title IV	\$ 896.00
LOB	\$ 53,823.41	JOM	\$ -	Title VI-B	\$ 274.68
4 Yr old AR	\$ 1,887.57	KPERS	\$ -	21st CCLC-CES	\$ 662.90
At-Risk	\$ 356.66	Textbook	\$ -	21st CCLC-ELC	\$ 4,384.87
Bilingual	\$ 21.09	Activity	\$ 6,530.71	ECBG Grant	\$ 11,485.25
Virtual	\$ 25,003.99	Bond & Int.	\$ -	PAT MEICHV	\$ 1,263.36
Capital Outlay	\$ 64,385.99	Rec. Comm.	\$ -	KU Com. Health	\$ 66.12
Driver's Ed.	\$ 1.76	Rec. Benefits	\$ -	Afterschool	\$ 5.82
Food Service	\$ 69,110.25	Gifts/Grant	\$ 19.98	ESSER II	\$ 67,263.49
In-Service	\$ 472.56	FKHS Pool	\$ -		
Parent Ed.	\$ 288.24	Title I	\$ 73.42		
Special Ed.	\$ 144,578.12	Title II-A	\$ 1,684.00		

C. Acceptance of Resignations/Retirement

1. Resignation - Veronica Burris, English Teacher, FKHS
2. Resignation - Jordan Stafford, English Teacher, FKHS
3. Resignation - Molly Rains, Teacher Assistant, ELC

**Miscellaneous Reports and Discussion:**

**Positive Comments:**

- Dr. Jerry Hamm commented on Stephanie Myers receiving a small grant from SONIC during teacher appreciation week. Dr. Hamm also commented on Dr. Correll's recent email to the board regarding the administrative retreat that was recently held. Stating it looks to be very well planned and thought out.
- Gail Misch commented on the students placement at the state track meet, representing FKHS. Mrs. Misch also commented on the 3<sup>rd</sup> place finish by Anna Power at the state clay target shoot and two recent FKHS graduates being recognized at Emporia State University honor roll.
- Darrel Harbaugh commented on the state music festival where the choir and the band did very well and had good performances. Mr. Harbaugh also congratulated Emma Thompson for making it to the National Speech & Debate competition being held in Louisville, KY.

**Central Office Reports:**

1. Superintendent
  - a. Board Workshop
    1. Board workshop date is planned for July 27th if that works for the board members. It would be early afternoon timeframe. Starting around 1:00 and last approximately 3 hours.
  - b. State Assessment
    1. Lora Stalford, Curriculum Director, presented information to the board.
    2. At all grade levels we saw an increase. We doubled our scores.
    3. This is speaking great of our student's growth and the interventions and efforts that are being put into place, such as PLC. I think next year our results will be even better.
    4. There will be more information at the July workshop.
2. Business Manager/Clerk of the Board
  - a. Republished Budget
    1. Mr. Speer reviewed the enrollment information that resulted in the budget needing to be republished. The general fund, Preschool At-Risk and At-Risk funds were all republished in the newspaper. The authority was increased in each of the funds to match up with the new enrollment numbers.
  - b. Salary information for 2022-2023 school year
    1. Proposed district staff increases were presented to the board. Overall health increases made up the bulk of the expenses at 5% over the previous year.
  - c. F22 District Grant Information
    1. The district currently has 62 different grants that it is monitoring, all varying with a wide range of dollar amounts.
    2. For the F22 school year, the district had \$4,237,754 in grant funds. This included about a million dollars in ESSER funds. The majority of the \$4 million was spent in Coffeyville.
    3. This is outside money coming into the school district being spent, for the most part, here in Coffeyville.
    4. The donations and gifts to the school district was also shared with the board for acceptance.

- d. Excess Equipment
  1. The school district had very little excess equipment to dispose of this year. Most notably is the request to sell old baseball hats to individuals who might want them.
  2. Other excess equipment will be disposed of according to proper procedures for the items listed.
- e. Asphalt Work
  1. Two bids were received for asphalt work.
  2. The lowest price bid came from Wren Asphalt Paving out of Copan, OK., at \$28,176.
  3. The work will cover the CES lots, board office lot and the student parking lot at FKHS. Some patching of the FKHS lot will be done, but that lot will require a lot more attention and thought as it needs to be removed or replaced. The district is currently working on a plan of action for the lot.
- f. Construction Update
  1. A construction update was given to the board for each of the locations.
  2. Supplies and materials are getting harder and harder to secure
  3. The project is currently still on time to be completed in mid-July.
  4. Biggest items delayed, mill work, some electrical fixtures, gym floor, glass for store fronts.
- g. Child Nutrition Report
  1. The district served 189,719 lunches, averaging 1,143 meals per day.
  2. The district served 176,732 breakfasts, averaging 1,058 breakfasts per day.
  3. The district saw an increase in the number of meals compared to the previous year, but the previous year was fully COVID. The district has not yet reached the number of meals compared to pre-COVID numbers.
- h. Current Open Positions
  1. Mr. Speer gave a report to the board on the current open positions within the district.

#### **Tri-County Special Education Report**

Tri-County Special Education Report was made verbally by Robert Roesky

- Meeting was fairly short this month.
- New teacher job description was created as certain items needed to be added to the old descriptions.
- Disposal of old computer items.
- Tri-County contracts with Dr. Marsh for work on the IEP's for parents. Many parents do not have a doctor and don't want to give their doctor's name, so he signs for them
- Negotiations are still in process with hopes of ending on the 14th.

#### **Child Nutrition Report Travel Report**

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

**Budget Hearing closed at 5:36 pm**

#### **Action Items:**

**Board action to approve the Superintendent's recommendation to amend the 2021-2022 district budget as published in the Montgomery County Chronicle on May 12, 2022.**

Motion made by Gail Misch to approve the Superintendent's recommendation to amend the 2021-2022 district budget as published in the Montgomery County Chronicle on May 12, 2022. Seconded by LaKisha Johnson. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation of Classified Staff hourly rate increases for the 2022-2023 school year.**

Motion made by Dr. Jerry Hamm to approve the Superintendent's recommendation of Classified Staff hourly rate increases for the 2022-2023 school year. Seconded by LaKisha Johnson. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation of Director salary increases for the 2022-2023 school year.**

Motion made by Dr. Jerry Hamm to approve the Superintendent's recommendation of Director salary increases for the 2022-2023 school year. Seconded by Robert Roesky. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation of Support Staff salary increases for the 2022-2023 school year.**

Motion made by LaKisha Johnson to approve the Superintendent's recommendation of Support Staff salary increases for the 2022-2023 school year. Seconded by Robert Roesky. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation of Administrator salary increases for the 2022-2023 school year.**

Motion made by Robert Roesky to approve the Superintendent's recommendation of Administrator salary increases for the 2022-2023 school year. Seconded by Dr. Jerry Hamm. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation of accepting various gifts/grants for the 2021-2022 school year.**

Motion made by LaKisha Johnson to approve the Superintendent's recommendation of accepting various gifts/grants for the 2021-2022 school year. Seconded by Gail Misch. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation and approve the bid from Wren Asphalt Paving for \$28,176.00.**

Motion made by Gail Misch to approve the Superintendent's recommendation and approve the bid from Wren Asphalt Paving for \$28,176.00. Seconded by Robert Roesky. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation to dispose of excess/old equipment and materials.**

Motion made by LaKisha Johnson to approve the Superintendent's recommendation to dispose of excess/old equipment and materials. Seconded by Robert Roesky. Motion carried 6-0.

**Action Items Personnel:**

**Board action to approve the Superintendent's recommendation of employment**

Motion made by LaKisha Johnson to approve superintendent's recommendation for employment of:

Shantell Benson, Teacher Assistant, CES  
Amy Corle, Child Nutrition Floor Manager  
Natasha Hall, Child Nutrition P/T  
Kaitlyn Holland, Teacher Assistant, ELC  
Mallorie Keltz, Mathematics Teacher, FKHS  
Deanna Lister, Teacher Assistant, CES  
Delia Martinez, Custodian, RMS  
Michelle Nash, Language Arts, FKHS  
Jennifer Nelson-Smith, Elementary Teacher, CES  
Carrie Rion, PK Teacher, ELC  
Andrea Schickie, Language Arts, FKHS  
Vanisa Shufeldt, Child Nutrition

Seconded by Robert Roesky. Motion carried 6-0.

**Board action to approve the Superintendent's recommendation and terminate employment of:**

Motion made by Robert Roesky to approve superintendent's recommendation and terminate employment of:

Analecia Alvidrez, Child Nutrition

Seconded by Dr. Jerry Hamm. Motion carried 6-0.

**Executive Session:**  
**Personnel Matters**

Motion made by Robert Roesky to move into executive session for 20 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 6:22 pm. Seconded by LaKisha Johnson. Motion carried 6-0.

Reconvened to Open Session at 6:22 p.m. with no action taken.

Motion made by Gail Misch to move into executive session for 10 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 6:32 pm. Seconded by Robert Roesky. Motion carried 6-0.

Reconvened to Open Session at 6:32 p.m. with no action taken.

**Matters Affecting Students**

Motion made by Robert Roesky to move into executive session for 10 minutes to

- discuss confidential student information
- hold a student discipline appeal hearing

pursuant to the exception relating to actions adversely or favorable affecting a student under the Kansas Opens Meetings Act, and the open meeting will resume in this room at 6:45 pm.

Seconded by Dr. Jerry Hamm. Motion carried 6-0.

Reconvened to Open Session at 6:45 p.m. with no action taken.

**Adjournment:**

Motion made by Robert Roesky to adjourn the USD 445 Board of Education meeting. Seconded by LaKisha Johnson. Motion carried 6-0.

At 6:45 p.m., President, Darrel Harbaugh adjourned this June 13, 2022 regular session of the governing Board of Education for Coffeyville Unified Schools District 445.

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Clerk of the Board

# USD 445 Coffeyville Board of Education

May 13, 2022

## F22 Republished Budget

- Hearing held on May 13, 2022
- This will amend the 2021-2022 Budget
- Adjusting three budgets
  - General Fund – Due to the other two funds*
  - Preschool Aged At-Risk – include 3 year old*
  - At-Risk – increased numbers*
- Increased the authority in each of the funds.
- Republished budget is needed due to an increase in the number of at-risk students as well as the number of students qualifying for the Preschool Aged At-Risk program.

NOTICE OF HEARING ON AMENDING THE 2021-22 BUDGET

The governing body of Unified School District 445 will meet on the 13 day of June, 2022 at 5:00 PM, at 015 Ellis Coffeyville, KS, 67337 for the purpose of hearing and amending objections of taxpayers relating to the proposed amended use of funds. Detailed budget information is available at district office and will be available at this hearing.

SUMMARY OF AMENDMENTS

Fund	Adopted Budget 2021-22			Proposed Amendment 2021-22	
	Actual Tax Rate	Amount of Tax to be Levied	Expenditures & Transfers	Expenditures & Transfers	Budget
General Fund	0.0000	2,355,311	14,197,814	14,340,066	
Preschool Aged At-Risk	0.0000	0	196,000	226,000	
At-Risk	0.0000	0	3,657,000	3,988,950	

*[Signature]*  
Board Chair

**General Fund: 14,340,066**  
**Preschool Aged At-Risk: 226,000**  
**At-Risk: 3,988,950**

# F23 District Staff Increase

Percent Increases Proposal (Average for Staff Group)														
Group	F23	F22	F21	F20	F19	F18	F17	F16	F15	F14	F13	F12	F11	F10
<b>Licensed Staff (Average)</b>														
Salary % Increase:	2.1%	2.7%	2.6%	5.7%	2.8%	6.1%	1.4%	2.0%	2.0%	3.6%	4.2%	1.7%	1.0%	1.0%
% Increase on the base:	1.1%	3.5%	1.8%	5.0%	1.5%	5.4%	0.5%	1.2%	1.0%	2.8%	2.9%	1.2%	0.0%	0.0%
% increase SHC	5.0%	3.1%	4.5%	3.6%	7.5%	6.7%	5.8%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%
Total Package Inc.:	2.6%	3.4%	3.0%	5.3%	3.7%	6.1%	2.2%	2.7%	1.6%	1.9%	4.8%	3.8%	2.1%	2.0%
<b>Administration (Average)</b>														
Salary % Inc.	1.5%	2.8%	2.1%	3.3%	3.5%	4.8%	1.1%	0.7%	1.5%	3.2%	1.7%	1.7%	0.9%	1.1%
% increase SHC	4.9%	3.0%	4.5%	3.6%	7.4%	6.7%	5.2%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%
Total pkg. % Inc.	2.0%	2.8%	2.4%	3.3%	4.1%	5.1%	1.6%	0.9%	1.5%	1.4%	2.3%	2.7%	1.8%	1.9%
<b>Directors (Average)</b>														
Salary % Inc.	2.7%	3.0%	2.6%	3.4%	3.7%	4.8%	0.9%	0.9%	2.0%	3.2%	2.9%	1.8%	0.8%	0.8%
% increase SHC	4.9%	3.0%	4.5%	3.5%	7.2%	6.7%	5.9%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%
Total pkg. % Inc.	3.2%	3.0%	2.9%	3.4%	4.4%	5.0%	1.8%	1.1%	1.5%	1.6%	3.7%	3.8%	2.0%	2.0%
<b>Classified Staff (Average)</b>														
Salary % Inc.	1.3%	4.2%	4.2%	7.5%	1.8%	9.4%	2.0%	2.8%	4.2%	4.6%	4.0%	2.1%	0.9%	0.8%
% increase SHC	4.9%	2.9%	4.5%	3.6%	7.5%	6.7%	5.2%	6.0%	1.8%	1.6%	7.5%	15.0%	12.5%	4.5%
Total pkg. % Inc.	2.3%	3.9%	4.3%	6.4%	3.4%	8.5%	2.9%	3.8%	3.5%	2.3%	5.1%	5.7%	3.0%	2.2%
<b>Support Staff (Average)</b>														
Salary % Inc.	2.0%	2.6%	2.4%	5.2%										
% increase SHC	5.0%	2.9%	4.5%	3.5%										
Total pkg. % Inc.	2.7%	2.7%	2.8%	4.7%										
<b>Total Package includes:</b>														
	State Employee Health Program							State Health			100% Single Health Care Plan			
	Employer rate Single or Dep. Plan							100%/55% Plan			or 55% of a Dependent Health Care Plan			
	\$25,000 Life insurance Policy							\$25,000 Life			Individual Short Term Disability			
											\$25,000 Life insurance Policy			

# 2021-2022 School Year District Grants

- Monitored 62 different grants
- Grants totaled \$4,237,753.96 for the current school year.
- Grant Amounts ranged from \$100 to \$2.3 million.
- Each grant has its own monitoring and reporting criteria.
- Each grant is kept within its own fund or within its own short account number.

Grant Awards		
Fund	Description	21.22
11	4-Year Old at-Risk (enrollment)	\$ 225,888.00
24	Fresh Fruit & Vegetable Program	\$ 2,287.87
24	Miscellaneous Food Service Grants	\$ 79,782.00
28	PAT Grant	\$ 23,462.00
30	ESSER - SPED	\$ 24,917.00
34	Chas. Perkins (CPPI)	\$ 15,000.00
34	At-Risk School Enhancement Grant	\$ 60,901.00
35	Behavioral Health - Mental Health	\$ 12,965.00
35	Behavioral Health - School Liaison	\$ 12,965.00
35	Kansas Early Preschool Program (EPP)	\$ 12,965.00
35	Kansas Pilot Preschool Program (KPP)	\$ 164,585.87
35	Migrant Summer Learning Program	\$ 24,889.00
35	Miscellaneous Grants (Various)	\$ 3,176.00
40	Indian Education	\$ 63,250.00
44	Johnson O'Malley Grant (JOM)	\$ 100,000.00
80	21st Century Grant - ES/TEES	\$ 42,587.00
92	21st Century Grant - CES	\$ 678,135.00
93	Title I-C Migrant Grant	\$ 92,054.00
94	Title IV-A	\$ 23,241.00
96	Title I Grant	\$ 42,587.00
96	Title I-A Grant	\$ 678,135.00
97	Title III	\$ 92,054.00
98	ESSER I	\$ 23,241.00
98	SPARKS	\$ 0.00
99	ESSER II	\$ 10,111,111.22
100	Title I-BB Rural and Low Income Schools	\$ 24,448.00
302	ESSER III	\$ 0.00
305	KU - Community Health Worker	\$ 50,000.00
306	KDHE - Test to Stay	\$ 303,296.00
307	ECBG Grant - Even Year - Early Learning Grant	\$ 881,750.00
310	PAT MECHVP I Grant - Formula Funds	\$ 113,251.00
311	PAT MECHVP I Grant - Formula Funds	\$ 76,842.00
340	Indian Education Summer Grant	\$ 0.00



## 2021-2022 Donations / Gifts

Action Item to accept donations/gifts from:

- DCCCA... \$1,000.00...Parents As Teachers
  - *Developing Caring Communities Committed to Action* donated two \$500 Wal-Mart gift cards to Parents as Teachers to be used for supplies and materials for home visitations.
- Coffeyville Area Community Foundation... \$350.00...RMS Counselors
  - *JAC Grant award for "Take what you need" school and hygiene supplies*
- Coffeyville Journal... \$250.00...CES 5th Grade
  - *Design an ad contest. Use for class supplies.*

## 2021-2022 Excess/Old Equipment

Action Item to approve the disposal of:

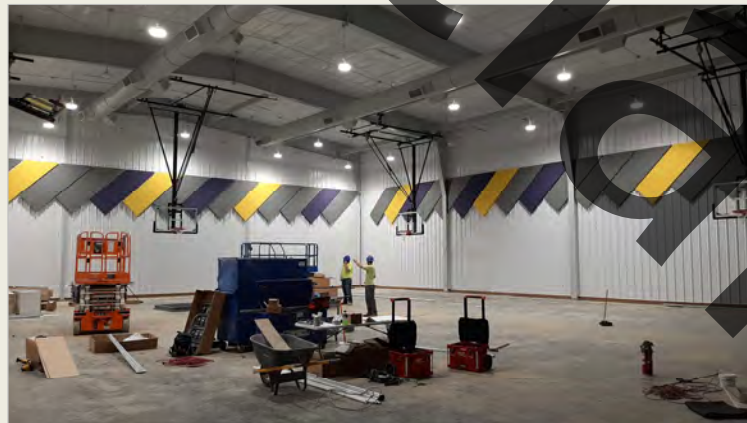
- FKHS Baseball hats (70 approx.)
  - *These items will be sold individually for \$25 to anybody who is wanting them. Funds will go back into the activity account at the high school to be used for future equipment needs.*
- Equipment to be disposed in the trash/proper method
  - *27" CRT Sanyo TV, model DS25390*
  - *JVC VHS/DVD player model HR-XVC26U*
  - *TV/DVD Cart*
  - *Gen 3 Surface computer (damaged)*

## Bid Results – Concrete Work

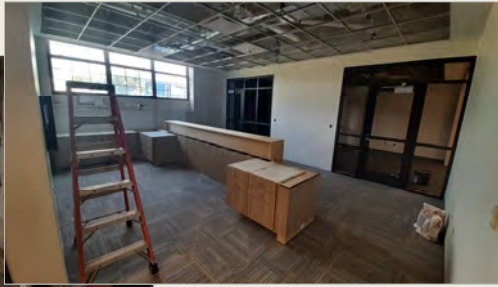
- Three areas to look at: CES, BOE and FKHS Student Lot
- Bids include:
  - *Sweeping free of debris*
  - *Fill cracks*
  - *Apply seal coat*
  - *Paint all strips, ADA, etc.*
- Recommendation:
  - *Accept the bid from Wren Asphalt Paving for \$28,176.*

Locations	Wren Asphalt Paving Copan, OK	Bailey's Asphalt Carl Junction, MO
CES	20,000.00	24,590.00
BOE	2,676.00	4,800.00
FKHS	5,500.00	8,197.00
<b>Total</b>	<b>28,176.00</b>	<b>37,587.00</b>

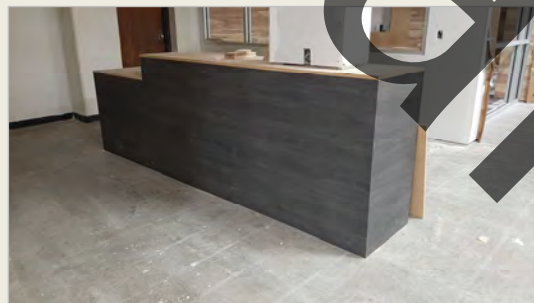
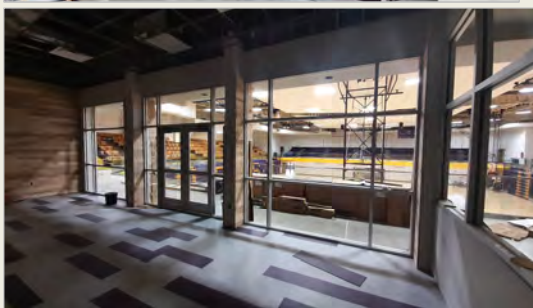
## Construction Update: New Gym



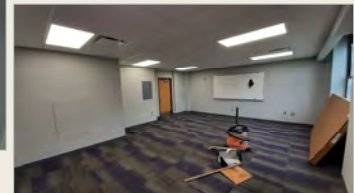
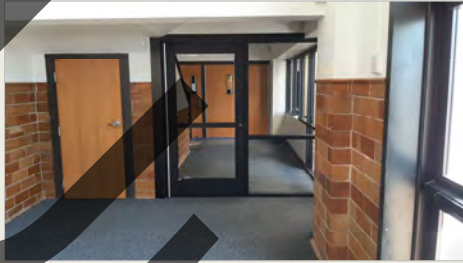
## Construction Update: RMS



## Construction Update: Mezzanine



# Construction Update: FKHS



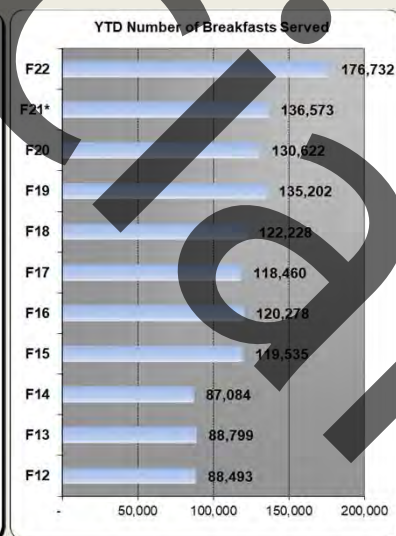
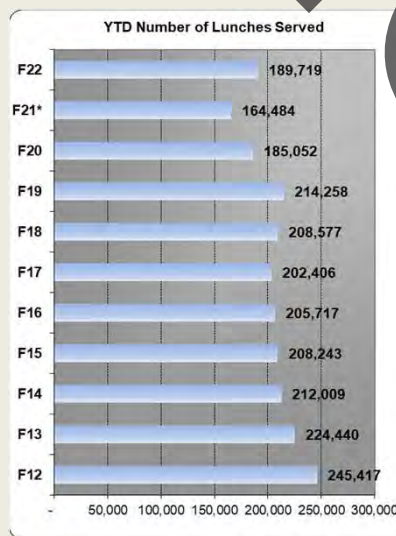
# Child Nutrition Report

## Total Lunch:

- Served: 189,719
- Avg.: 1,143 / day
- Approx. 148 / day inc.

## Total Breakfast:

- Served: 176,732
- Avg.: 1,058 / day
- Approx. 235 / day inc.



## Child Nutrition Meal Breakdown cont.



## District Current Open Positions

- Teaching Positions:
  - *Elementary Teacher*
  - *Counselor*
  - *Instructional Coach*
  - *Intervention Teacher*
- Administration:
  - *Assistant Principal High School*
- Classified Positions
  - *Teacher Assistant CES*
  - *Teacher Assistant ELC*
  - *Possible ESOL Translators*
- Supplemental
  - *Assistant Coach - girls basketball, HS*
  - *Assistant Coach - football, MS*
  - *Assistant Coach - cheer, HS*
  - *Assistant Coach - wrestling, HS*