

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

March 21, 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, March 21, 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:

Board Members Present	Others Present
Gail Misch	Dr. Craig Correll...Superintendent
Darrel Harbaugh	Michael Speer...Asst. Sup./Bus. Manager
Karen Rittenhouse	
Robert Roesky	
Jason Barnett	
Dr. Jerry Hamm	
LaKisha Johnson (Joined via Zoom)	

Adoption of Agenda:

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

Adoption of Consent Agenda:

Motion made by Gail Misch to adopt the consent agenda, second by Robert Roesky. Motion carried 7-0.

- A. Approval of Minutes of Regular Meeting, February 14, 2022
- B. Approval of Bills and Treasurer's Report

Payroll	\$ 578,837.02	Special Ed.	\$ 81,550.14	Title I	\$ 5,751.91
General Fund	\$ 57,142.43	Vocational	\$ 2,511.65	Title II-A	\$ -
LOB	\$ 45,915.07	Indian Ed.	\$ 4,017.13	Title I-C Mig.	\$ -
4 Yr old AR	\$ 1,385.88	JOM	\$ 715.00	Title IV	\$ -
At-Risk	\$ 356.66	KPERS	\$ -	Title VI-B	\$ 2,780.94
Bilingual	\$ 21.09	Textbook	\$ -	21st CCLC-CES	\$ 2,591.87
Virtual	\$ 3.99	Activity	\$ 5,578.02	21st CCLC-ELC	\$ 5,349.34
Capital Outlay	\$ 15,320.65	Bond & Int.	\$ -	ECBG Grant	\$ 2,633.77
Driver's Ed.	\$ 1.76	Rec. Comm.	\$ -	PAT MEICHV I	\$ 751.96
Food Service	\$ 59,873.77	Rec. Benefits	\$ -	PAT MEICHV II	\$ -
In-Service	\$ 912.22	Misc Gifts/Gra	\$ 3,810.00	Afterschool	\$ 5.60
Parent Ed.	\$ 242.04	FKHS Pool	\$ 5,707.83	ESSER	\$ 2,560.10

- C. Acceptance of Resignations/Retirement
 - 1. Retirement - Debbie Davis, Teacher, CES
 - 2. Retirement - Sherry Ellis, Teacher, RMS
 - 3. Resignation - Pedro Cuevas Franco, ESOL

4. Resignation - Megan Kimbrell, Teacher Assistant, CES
5. Retirement - Curtis Smith, Custodian, RMS
6. Resignation - Chad Stanford, Teacher, CES

Miscellaneous Reports and Discussion:

Positive Comments:

- Gail Misch thanked Mr. Harbaugh for presenting to her group on the construction at the high school and middle school. The presentation along with handouts and a questions and answers session were well received by the group. Mrs. Misch also commented on the recent production of "The Seussification of Romeo and Juliet" performance by the theatre department and how great the students performed. She also gave a shout out to the student at the MSSU Honors Band, the FFA team traveling to Iola, JAG students qualifying for state and to Halie O'Connor for her work on the Boys & Girls Club newsletter.
- Darrel Harbaugh commended on the students who attended the KSDA Congressional Tournament. Mr. Harbaugh also commented on the upcoming April 22 and 23 FKHS hosting of the NSDA District Speech Tournament. The tournament will be held at Community Elementary due to construction and space at the high school.

Central Office Reports:

1. Superintendent
 - a. Superintendent Comments
 - b. Board Policy Update
 - (i) It has been several years since we have reviewed the board policies.
 - (ii) KASB is currently revamping their policy department and will need a couple of months to complete.
 - (iii) This district is currently on the list for KASB to review the district's board policies as well as handbooks to make sure they up-to-date and meet all of the EEOC, OCR and DOL legal requirements. There is a cost to this service that originally was around \$12,000, but with the revamping of the services, it might change. When contacted this information will be communicated back to the board.
 - c. Legislative Update
 - (i) There is not a lot of movement currently on bills as most are being discussed this week.
 - (ii) Bill regarding vouchers is not currently being talked about.
 - (iii) A bill mandates a curriculum piece that states if a building has 50% or more of the students below level 3 or level 4 on the assessment test
 - (iv) Parents Bill of Rights: Several of the items are already in place, but some of the items included contradict other areas. Possibly an increase in staff just to keep up with this mandate.
 - (v) Bill 2516 is in regards to open enrollment that if a student wanted to attend a different district, then the district must take them. Possible property tax implications with funding going to the original district.
 - (vi) SB 484 prohibits transgender students from participate in whatever sports they like. KASB believes that is a local decision and not a statute discussion.
 - d. Inclement Weather Makeup Days
 - (i) Missed a total of 5 days. The board can forgive up to the three days, but now we are short student contact minutes.
 - (ii) By adding the PD days onto the end of the year, this would allow for work on the professional learning communities focusing on curriculum in the classrooms. This adds minutes onto the total needed, but only about 1 day. Another day is needed.

- (iii) By starting on 3/28/2022, there are 38 student contact days remaining in the school year. 8 minutes will be added onto each of those days that will match up to an additional day needed.
 - (iv) By adding the 8 minutes to each day, and by adding the 2 professional development days we will total enough minutes necessary to make up to get the 1,116 hours needed.
 - (v) Seniors need 1,086 hours, and the 8 minutes added onto the end of the days between 3/28/2022 and graduation day, but will still need to add one additional day prior to graduation day to get in the total hours needed. This will most likely need to be a Saturday.
2. Business Manager/Clerk of the Board
- a. FY22 Enrollment Numbers
 - (i) Enrollment number and charts were shared with the board. The district is actually up about 30 students headcount from last year, but still down about 66 students from the pre-COVID numbers of enrollment. The district's budget is currently based on the 2nd prior-year enrollment numbers and the current weightings for various areas.
 - b. Facility Update
 - (i) Pictures of current construction progress was shared with the school board.
 - (ii) Elevator was not installed over spring break but is expected to be installed in the next couple of weeks.
 - (iii) Underground retention basins have been installed and the dirt has been replaced. The front lawn is level again. Sod was scheduled to be laid 3/21/2022 but will be delayed due to the rain.
 - (iv) Timeline is still planed for completion in mid-July but will hopefully be completed prior to the actual deadline date.

Child Nutrition Report

Tri-County Special Education Report

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

- Audit report for Tri-County was good with no deficiencies cited.
- The maintenance of effort was met in payroll.
- A copy of the personnel report was distributed to the board showing the number of staff openings currently. The interlocal is short several para positions. The paras are not on contract, and have a high turn-over rate.

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

Action Items:

Board action to appoint members to the negotiations team.

Motion made by Karen Rittenhouse to appoint Robert Roesky, Jason Barnett and Gail Misch to the negotiations team. Seconded by Dr. Jerry Hamm. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of makeup/forgiveness of inclement weather days for the 2021-2022 school year.

Motion made by Robert Roesky to approve the Superintendent's recommendation of forgiveness of three (3) inclement weather days, the addition of 8 minutes added to each student contact day starting 3/28/2022, and the addition of two (2) professional development days for teachers, for the 2021-2022 school year. Seconded by Jason Barnett. Motion carried 7-0.

Board action to approve the Superintendent’s recommendation of changes to the 2022-2023 school calendar.

Motion made by Robert Roesky to approve the Superintendent’s recommendation of changing the professional development day from September 12th to the 19th, October 1st to the 10th, and November 7th to the 14th on the 2022-2023 school calendar. Seconded by Gail Misch. Motion carried 7-0.

Board action to approve the Superintendent’s recommendation of paper purchase from Veritiv (Greenbush Purchasing Agreement) for \$29,702.40.

Motion made by Jason Barnett to approve the Superintendent’s recommendation of paper purchase from Veritiv (Greenbush Purchasing Agreement) for \$29,702.40. Seconded by Dr. Jerry Hamm. Motion carried 7-0.

Board action to approve the Superintendent’s recommendation of a request for proposal for projector replacement of 200 units.

Motion made by Gail Misch to approve the Superintendent’s recommendation of a request for proposal for projector replacement of 200 units. Seconded by Karen Rittenhouse. Motion carried 7-0.

Action Items Personnel:

Board action to approve the Superintendent’s recommendation of employment

Motion made by Dr. Jerry Hamm to approve superintendent’s recommendation for employment of:

Christina Mitts, Community Health Care Worker, FKHS
Jacob Williamson, Community Health Care Worker, CES
Carole Cottrell, Director Child Nutrition

Seconded by LaKisha Johnson. Motion carried 7-0.

Board action to approve the Superintendent’s recommendation of supplemental contracts

Motion made by Dr. Jerry Hamm to approve superintendent’s recommendation for employment of:

Laura Nicastro, Asst. Golf Coach, RMS
Christina Wulf, Asst. Track Coach, RMS
Kimberley Jones, Asst. Girls Swim Coach, FKHS

Seconded by LaKisha Johnson. Motion carried 7-0.

Executive Session:

Motion made by Jason Barnett to move into executive session to discuss proposed language changes to the Negotiated Agreement pursuant to the exception for employer-employee negotiations and to discuss an employee(s) performance pursuant to the nonelected personnel exception, both under the Kansas Open Meetings Act, and that the open meeting will resume in this room at 7:00 pm. Seconded by Robert Roesky. Motion carried 7-0.

Board member LaKisha Johnson left the meeting at 6:38 pm.

Reconvened to Open Session at 7:00 p.m. with no action taken.

Motion made by Darrel Harbaugh to move into executive session to discuss proposed language changes to the Negotiated Agreement pursuant to the exception for employer-employee negotiations and to discuss an employee(s) performance pursuant to the nonelected personnel exception, both under the Kansas Open Meetings Act, and that the open meeting will resume in this room at 7:30 pm. Seconded by Jason Barnett. Motion carried 7-0.

Reconvened to Open Session at 7:30 p.m. with no action taken.

Adjournment:

Motion made by Jason Barnett to adjourn the USD 445 Board of Education meeting. Seconded by Karen Rittenhouse Motion carried 6-0.

At 7:30 p.m., President, Darrel Harbaugh adjourned this March 21, 2022 regular session of the governing Board of Education for Coffeyville Unified Schools District 445.

Clerk of the Board

USD 445 Board of Education

March 21, 2022

Superintendent Comments

- Superintendent Comments
- Board Policy Update
- Legislative Update

Inclement Weather Forgiveness/Makeup Days

- There have been 5 total days of inclement weather this year:
 - 2/2, 2/3, 2/4, 2/17, 2/24
- We are currently 684 minutes, 11.4 hours, short on time (approx. 1.8 days)
- Many different options to make up the time:
 - Add days onto the calendar
 - Add minutes onto each of the days
 - Combinations of days & minutes to the days
 - Student contact days, professional development days, etc.
 - Different options will impact students and staff differently

- Current Numbers

Students			
Start	3/28/2022		
Last day	5/20/2022		
Days Avail:	38		
	<u>Min.</u>	<u>Hrs.</u>	
Need	66,960	1,116	
Have:	66,276	1,104.6	
Needed Time	684	11.4	
School Days	1.8		

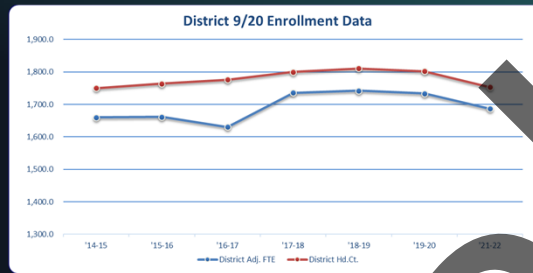
Inclement Weather Forgiveness/Makeup Days

- Recommendation:
 - Forgive the 3 days of inclement weather with no makeup
 - 2 PD days will be added to the end of the calendar on 5/24 and 5/25 (counts 390 min.)
 - 8 minutes will be added to the end of the school day starting 3/28/2022. (counts 304 min.)
- Seniors:
 - Seniors are short 641 minutes or 10.7 hours (approx. 1.7 days to having the 1,086 hours needed to graduate.
 - If the recommendation above of adding 8 minutes is taken, seniors will still need 377 minutes, so 1 day would need to be scheduled (Saturday) sometime.

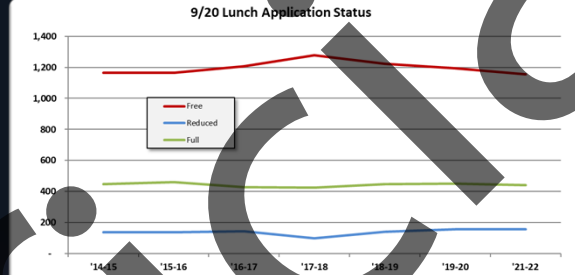
Students			
Start	3/28/2022		
Last day	5/20/2022		
Days Avail:	38		
PD Days Added	2		
	<u>Min.</u>	<u>Hrs.</u>	
Need	66,960	1,116	
Have:	66,666	1,111.1	
Needed Time	294	4.9	
School Days	0.8		
Option 1: Add on Minutes + 2 Days PD			
294 minutes / 38 days = 8 min. per day			
<u>8</u> actual minutes added			
Option 2: Add on Days + 2 Days PD			
Add 0.8 days, or 1 days of school			
This would add student day 3/23			
This would make PD on 5/24, 5/25			

Enrollment Update

Grade	2021-2022 Audited		2020-2021 Audited	
	HD. Ct.	FTE	HD. Ct.	FTE
12	115	113.5	129	121.9
11	126	123.3	128	125.5
10	130	127.7	134	133.4
9	155	154.5	129	128.0
NG	0	0.0	0	0.0
Total HS	526	519.0	520	508.8
8	114	112.9	149	149.0
7	129	129.0	115	115.0
-	0	0.0	0	0.0
Total MS	243	241.9	264	264.0
6	114	114.0	125	125.0
5	128	128.0	117	117.0
4	112	112.0	138	137.5
3	139	137.0	114	114.0
2	125	125.0	129	129.0
1	133	132.5	126	125.5
K	122	121.5	124	124.0
4YrAR	96	48.0	55	27.5
SE PreK-K	15	7.5	12	6.5
-	0	0.0	0	0.0
Total Elem.	984	925.5	940	906.0
HC- CES/ELC	984.0		940.0	
HC- RMS	243.0	District FTE	264.0	District FTE
HC- FKHS	526.0	1,686.4	520.0	1,678.8
HC- Total Dist.	1,753.0		1,724.0	
9/20 FTE	1,686.4	Incl. PK and Virtual	1,678.8	Incl. PK and Virtual
Virtual				
	Part-Time	Full-Time	Part-Time	Full-Time
	5.7	9.0	11.3	10.0

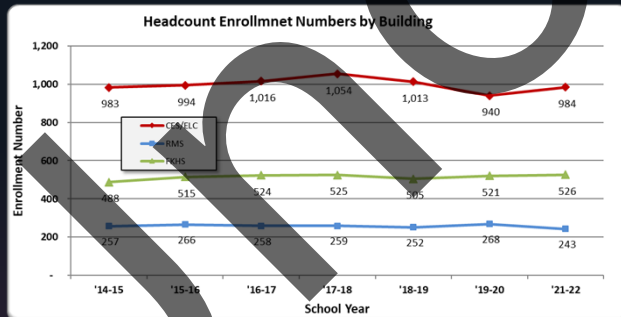


School Year	'14-15	'15-16	'16-17	'17-18	'18-19	'19-20	'21-22
District Adj. FTE	1,660.1	1,661.4	1,630.3	1,735.7	1,741.9	1,733.4	1,686.4
District Hd.Ct.	1,750.0	1,764.0	1,776.0	1,799.7	1,811.0	1,802.0	1,753.0

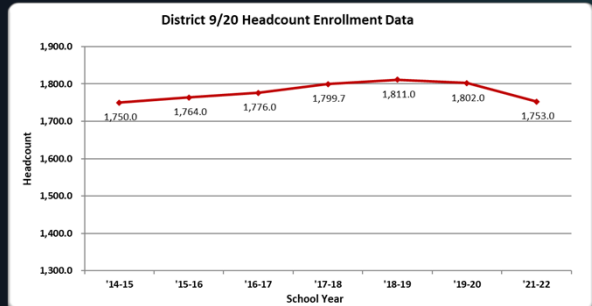


School Year	'14-15	'15-16	'16-17	'17-18	'18-19	'19-20	'21-22
Free	1,164	1,165	1,205	1,277	1,222	1,193	1,155
Reduced	138	137	143	98	142	157	156
Full	448	462	428	425	447	452	442

Enrollment Update



School Year	'14-15	'15-16	'16-17	'17-18	'18-19	'19-20	'21-22
CES/ELC	983	994	1,016	1,054	1,013	940	984
RMS	257	266	258	259	252	268	243
FKHS	488	515	524	525	505	521	526



Copy Paper Bids

- Bid from CPG Paper
- 840 Cases, 20#, 90% Bright White
- \$37.00 per case
- Total Cost: \$31,080

- Veritiv – Greenbush Cooperative Purchasing
- 840 Cases, 20#, 92% Bright White
- \$35.36 per case
- Total Cost: \$29,702.40

615 Ellis		Coffeyville, KS 67337				
Quantity	Unit	Description	Weight	Color	Unit Price	Total
840	CTN	8 1/2 x 11 Natural Choice	20lb	white	\$37.00	\$31,080.00
		** natural choice is an alternate paper and I have included the specs.				\$0.00
						\$0.00

Quantity	Unit	Description	Weight	Color	Unit Price	Total
840	CTN	8.5 x 11 - 20# White Copy Paper, 92% Brightness (truckload - 840 cases)	20lb	white	\$35.36	\$29,702.40
		Mentioned Operating Company (Greenbush Index Operating) Veritiv Operating Company (Greenbush Index Pricing) (Supplier Part # 10298253 (TR))				\$0.00

Recommendation is to approve the bid from Greenbush Cooperative Purchasing – Veritiv – for \$29,702.40

Request for Proposal – 200 Projector Units

- Current units in the classrooms are at the end of life.
- Need replacement and some spares to be used in various locations
- Will be purchased with ESSER funds
- Utilizing our normal business partners,
 - UV&S
 - Dell
 - Newegg
 - CDW-G

RFP Specifications

- Equipment Class Digital projector
- Recommended Use Presentation and multimedia
- Type DLP projector
- 3D Yes
- Portability Portable
- Min/Max Image Size 29.9 inch / 300 inch
- Color Support 1.07 billion colors
- Native Resolution 800 x 600
- Max Resolution 1920 x 1200
- Display Resolution SVGA
- Max V-Sync/H-Sync Rate 120 hertz / 102 kilohertz
- Native Aspect Ratio 4:3
- Brightness 3600 ANSI lumens, 3800 ANSI lumens
- Dynamic Contrast Ratio: 22000:1
- Min/Max Screen Distance 4 ft / 43 ft
- Throw Ratio 1.96 - 2.15:1
- Controls & Adjustments: Focus, Keystone correction, Zoom
- Interface 1 composite, 1 HDMI , 2 VG