

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

March 18, 2024

Regular Meeting 4:00 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 18, 2024 at 4:00 p.m. at the Board of Education Office, 615 Ellis, Coffeyville, KS 67337. Vice-President, Darrel Harbaugh called the meeting to order at 4:00 p.m.

Roll Call:

Board Members Present	Others Present
Cindy Price Darrel Harbaugh Robert Roesky Denise Gates LaKisha Johnson <i>(arrived at 4:11 pm)</i>	Dr. Craig Correll...Superintendent Michael Speer...Dep. Sup./Bus. Manager Travis Stalford...Principal, FKHS Julie Dunham...Asst. Principal, RMS James Copeland...KGGF Radio Hanna Emberton ...Coffeyville Journal
Board Members Absent	
Jason Barnett Matt Jordan	

Adoption of Agenda:

Motion made by Denise Gates to adopt the agenda, second by Robert Roesky. Motion carried 4-0.

Adoption of Consent Agenda:

Motion made by Cindy Price to adopt the consent agenda, second by Denise Gates.
 Motion carried 4-0.

- A. Approval of Minutes of Regular Meeting, February 12, 2024
- B. Approval of Bills and Treasurer’s Report

Payroll/Liabilit	\$ 917,612.28	Vocational	\$ 1,049.57	Title I-C Mig.	\$ -
General Fund	280,501.29	Indian Ed.	\$ 3,431.95	Title IV	\$ -
LOB	\$ 87,294.20	JOM	\$ -	Title VI-B	\$ 3,250.60
PreSchool AR	\$ 981.69	KPERS	\$ -	21st CCLC-CES	\$ 2,825.43
At-Risk	\$ 496.96	Textbook	\$ -	21st CCLC-ELC	\$ 7,034.75
Bilingual	\$ 141.32	Activity	\$ 8,260.09	ECBG Grant	\$ 68,464.08
Virtual	\$ 4.75	Bond & Int.	\$ -	PAT MEICHV	\$ 978.79
Capital Outlay	\$ 13,824.94	Rec. Comm.	\$ 307,014.23	KU Com. Health	\$ 13.27
Driver's Ed.	\$ 1.90	Rec. Benefits	\$ 58,014.57	Afterschool	\$ 3.88
Food Service	\$ 120,867.74	Gifts/Grant	\$ 1,147.04	ESSER III	\$ 61,440.75
In-Service	\$ 383.96	FKHS Pool	\$ -	KDHE COVID-19	\$ 11,597.00
Parent Ed.	\$ 224.96	Title I	\$ 4,636.28		
Special Ed.	\$ 128,319.27	Title II-A	\$ 1,495.00		

- C. Child Nutrition Report

- D. Travel Report
- E. Acceptance of Resignations/Retirement
 - 1. Resignation – Megan Wade, Secretary, FKHS (EOY)
 - 2. Resignation – Frank Musgrove, Lead Custodian, RMS (05/31/2024)
 - 3. Resignation – Kelsea Watkins, Community Health Worker, CES (02/25/2024)
 - 4. Retirement – Dub Newton, Elementary Teacher, CES (EOY)
 - 5. Resignation – Paul Austin, Child Nutrition (02/22/2024)
 - 6. Resignation – Luke Claar, Principal, RMS (06/30/2024)

Miscellaneous Reports and Discussion:

Positive Comments:

- Cindy Price commented on the recent new board member tour of the district, stating the tour was very informative especially what was going on in the special education classrooms.
- Darrel Harbaugh commented on the students placing at regionals and state wrestling. Mr. Harbaugh also commented on the recent Forensics tournament where Mr. Cartwright had several students placing.

Central Office Reports:

- 1. Superintendent
 - A. Individual Plan of Study - RMS
 - i. Julie Dunham, RMS Assistant Principal presented information to the school board.
 - ii. 7th grade looks more at the interests of possible jobs, where 8th graders start looking at the actual pathways and classes that would be necessary for the career.
 - iii. The focus this year has been changed more towards organization. Next year the middle school will keep the organization, but will also put in a reading component. They will track grades, missing assignments.
 - iv. Academic goal setting and personal goal settings are also incorporated into the weekly/monthly progress.
 - v. IPS starts with a student led conference in the spring. An adult must be with them. This is also a time for the students to share their goals and achievements with their parents. In the fall, there are mock interviews held. Students dress appropriately, gather references and prepare for interviews.
 - B. Individual Plan of Study – FKHS
 - i. Travis Stalford, FKHS Principal presented information to the board.
 - ii. Checklist for each grade level varies slightly. The checklists have been developed for each grade specifically.
 - iii. Focus points are academics and credits, but includes all different aspects of academic, career and personal goals.
 - iv. A rubric has been developed to evaluate the senior project which is tied into the individual plan of study. This rubric helps to ensure that they have a set resume, college application material, etc. For students, finding out what they do not want to do as a career is just as important as finding out what they want to do.
 - v. A google site has been created that has all of the information stored in it that the students can keep and take with them. The google site includes academics, college of interests, goals, financial information. The students do all of the research and work, and then organize it into the google sites page. Students may build their own, but may use a ready template if they want. Students add more and rework different portions as they progress in grade level through the high school.

- vi. The high school also holds an interview day. It is mandatory for all juniors as they need that to complete the senior project.
 - vii. The introduction to the IPS starts in the 6th grade and then continues on all through their senior year.
2. Business Manager/Clerk of the Board
- A. Facility Updates
 - i. Michael Speer presented information to the school board on facilities
 - ii. FKHS Pool – The high school pool will be closed for the remainder of the school year while repairs and equipment are ordered and installed. Most likely the pool will remain closed until the end of July.
 - iii. CES Playground – installation will continue in the current week with all work hopefully being completed by the end of the week. This will be dependent upon equipment coming in.
 - iv. Campus Signage – campus signage will be installed in multiple areas at the high school and in the new gym to help direct visitors to the facilities. There are eight different signage areas being considered, six being exterior and two being interior project completions.

Tri-County Special Education Report

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

- The current Assistant Director has resigned. Megan Robbins, current Special Education Coordinator will move to the Assistant Director position and a search for a new coordinator will begin.
- Continued search for staff positions.

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

Action Items:

Board action to approve the Superintendent's recommendation of text book purchase from Benchmark Education for grades K-1 for \$47,430.

Motion made by Robert Roseky to approve the Superintendent's recommendation of text book purchase from Benchmark Education for grades K-1 for \$47,430. Seconded by Denise Gates. Motion carried 5-0.

Board action to approve the Superintendent's recommendation of purchasing "Capturing Kid's Hearts" training for the 2024-2025 school year for \$54,300.

Motion made by Robert Roseky to approve the Superintendent's recommendation of purchasing "Capturing Kid's Hearts" training for the 2024-2025 school year for \$54,300. Seconded by Denise Gates. Motion carried 5-0.

Board action to approve the Superintendent's recommendation of purchasing student headsets from 9 to 5 Computer Supply for \$25,500.

Motion made by Robert Roseky to approve the Superintendent's recommendation of purchasing student headsets from 9 to 5 Computer Supply for \$25,500. Seconded by Denise Gates. Motion carried 5-0.

Board action to approve the Superintendent's recommendation of building signage from Highwayman Signs.

Motion made by Robert Roseky to approve the Superintendent’s recommendation of building signage from Highwayman Signs. Seconded by Denise Gates. Motion carried 5-0.

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:

Megan Wade, Social Studies, FKHS (2024-2025 school year)
Kelsea Watkins, Mental Health Intervention Team (02/26/2024)
Jerzie Harding, Child Nutrition (03/04/2024)
Maribel Jose Jose, Child Nutrition (P/T)
Stephanie Downey, Music Teacher, CES (08/01/2024)
Julie Dunham, Principal, RMS (07/01/2024)

Seconded by Cindy Price. Motion carried 5-0.

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

Motion made by Robert Roesky to approve superintendent’s recommendation for employment of:

Corbin Beal, Assistant Baseball Coach, FKHS (2023-2024 school year)

Seconded by Cindy Price. Motion carried 5-0.

Board action to approve the Superintendent’s recommendation and terminate employee employment

Motion made by Denise Gates to approve superintendent’s recommendation and terminate the employment of:

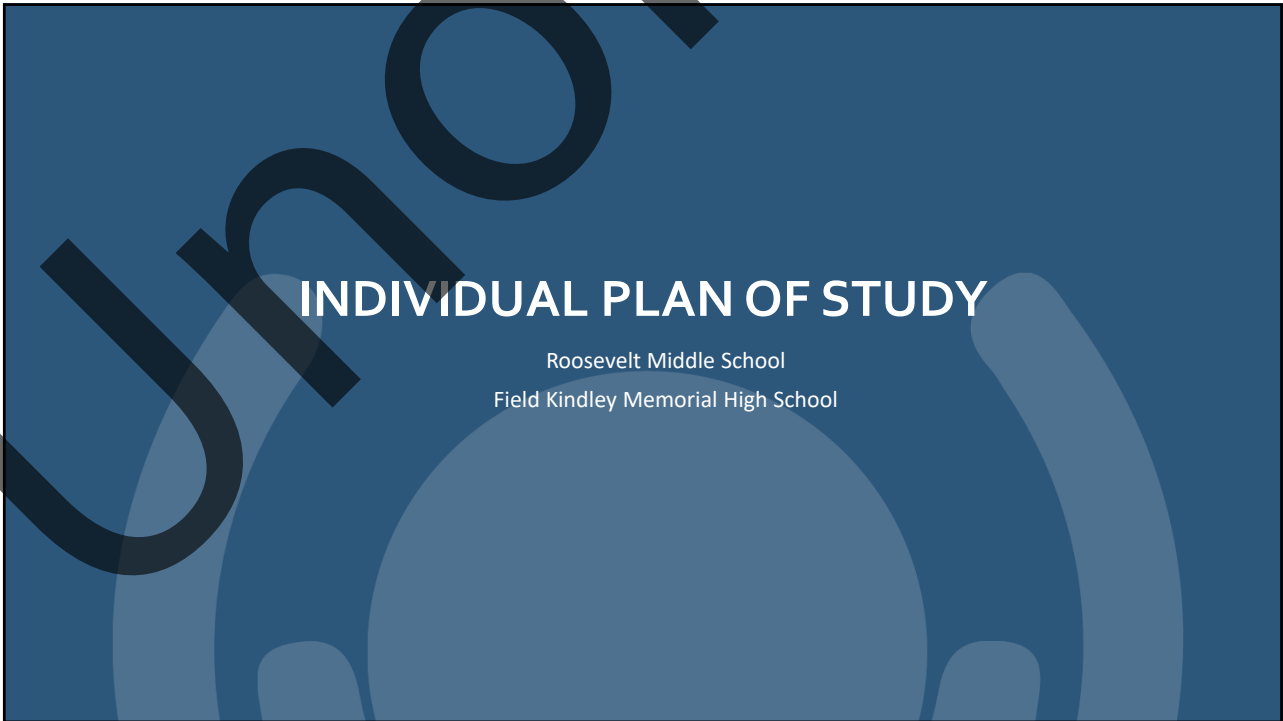
Victoria Austin, Child Nutrition (P/T)
Tabitha Lackey, Custodian, CES

Seconded by Robert Roesky. Motion carried 5-0.

Adjournment:

At 5:26 p.m., Vice-President, Darrel Harbaugh adjourned this March 18, 2024 regular session of the governing Board of Education for Coffeyville Unified Schools District 445.

Clerk of the Board



RMS IPS

Xello

All

Career Interest Inventory | Learning Styles Inventory | Personality Styles Inventory

<p style="text-align: center;">7th</p> <ul style="list-style-type: none"> Biases and career choices Decision Making Interests Jobs and Employers Learning Styles School Subjects at work 	<p style="text-align: center;">8th</p> <ul style="list-style-type: none"> Learning Pathways Career Matches Self-Advocacy Skills Transition to High School
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AVID Lessons

Organization | Time Management | Accountability

WAG

- Grade Tracking
- Academic Goal Setting
- Personal Goal Setting

SCOPE

College Research Activities

IPS Site (7th grade)

- Extra Curricular Activities
- Hobbies/interests
- Awards/Certificates
- Volunteer Experiences
- Skills/Abilities
- Grade Tracking
- Short Term Academic Goals
- Short Term Personal Goals

Mock Interviews

- Interview Skills
- Practice Interviews
- References
- Thank you Notes

INDIVIDUAL PLAN OF STUDY SITES

STEP 1 Navigate to: sites.google.com Click on blank

STEP 2 Click on Change Image and then Select Image to create a 1 color background

STEP 3 Add a title that includes: Your name, school, grade, and email address

Student Name

Roosevelt Middle School

Grade _____

firstname.lastname@rooseveltschools.com

STEP 4 On the side bar on the right hand side, click on pages.

Insert Pages Themes

Click the plus sign at the bottom to add a page. You will add 2 pages (Xello and Grades)

THINGS YOU CAN ADD!

Text Boxes, Images, Layouts, Collapsible Groups, Image Carousels, Buttons, Dividers, Placeholders, Videos, Calendars, Maps, Docs, Slides, Sheets, Forms, Charts and more!

IPS Page Elements Checklist

Academics	Activities	Careers
<ul style="list-style-type: none"> • Assessment Scores • Attendance • GPA • Grades • Student of the Month Award • AP courses taken • College courses taken • Future courses 	<ul style="list-style-type: none"> • Sports • Clubs • Band • Choir • Theatre • Debate/Forensics • Athlete of the Week Award • Any other extracurricular activities 	<ul style="list-style-type: none"> • Careers of interest (as of right now) • Interview experience/reflection (from Interview Day) • PPCE/OJT experience • Work experience (part-time jobs, summer jobs, etc) • Industry Recognized certifications/licensure earned • Xello Results (Matchmaker, Learning Style, Personality Style, Skills Lab)
Post-Secondary Plans	Senior Project	Service Learning
<ul style="list-style-type: none"> • Work • Trade school • 2 year junior college • 4 year university • Current colleges of interest • College visit reflection • Scholarships offered / accepted 	<ul style="list-style-type: none"> • Cover Letter • Reference Letters • Resume • Senior Project Research Paper • Scholarship Letter • Job/College Application 	<ul style="list-style-type: none"> • 9th Grade hours • 10th Grade hours • 11th Grade hours • 12th Grade hours • Identify location for each Service Learning experience

FKHS IPS PAGE ELEMENTS CHECKLIST

Copy of IPS ⋮

FKHS
(Sample)
Individual
Plan of Study

Portfolio Notes:			Overall Total: =		
Interview Rubric	Excellent (10-9) points	Meets Expectations (8-5 points)	Needs Improvement (4 or fewer points)	Portfolio Total: /50	Total Points /60
Appearance	Student is appropriately dressed for an interview and makes all attempts to present themselves in a professional manner through their attire and hygiene.	Student is wearing clean attire and hygiene is good.	Student does not appear ready for an interview. Clothes and/or general appearance is disheveled.		
Greeting	Student introduces himself or herself and greets interviewers in a polite and friendly manner. Shakes hands when appropriate.	Student greets interviewers but appears to lack confidence or greeting etiquette.	Student seems uninterested to be present. Does not make eye contact or does not greet interviewers.		
Posture/ Eye Contact	Looks directly at interviewers when answering questions. Makes sure to make eye contact with all of the judges. Exhibits confidence by sitting up straight and not fidgeting.	Seems nervous but makes attempts to look at judges. Attempts to be confident.	Student makes little to no eye contact. Slouches in chair or moves around excessively.		
Politeness/ General Attitude	Genuinely seems pleased to be there and enthusiastic.	Student is polite and friendly.	Student is not polite or displays a lack of enthusiasm about being there.		
Responses to Questions	Well constructed, confident responses with examples. Is able to relate their skills and experience to their future career.	Student answers questions. They can come up with examples but at times may struggle relating their answers to a personal experience.	Student does not provide well-developed answers. They may answer with simple yes or no responses. Provides very little or no examples.		
Knowledge Of Career Field	Demonstrates full and complete understanding of the career they investigated.	Shows a solid understanding of the career they investigated. They may be lacking in some areas.	Does not demonstrate a good understanding of the career they investigated.		

FKHS RUBRIC EXAMPLE

Portfolio Rubric	Exceeds Expectations (10-9) points	Meets Expectation (8-5 points)	Needs Improvement (4 or fewer points)	Total Points /50
Organization	Papers are organized beyond what is required. Student uses additional organization, such as site navigation, to enhance the presentation of their portfolio.	Portfolio is organized as requested in the assignment.	Portfolio documents are out of order or do not follow table of contents.	
Completeness	Student has all required documentation and each is complete.	Student has all required documents and they are mostly complete.	Student is missing documents and/or documents are not complete.	
Formatting	The formatting of the portfolio is consistent throughout. Documents are easy to read and professional in appearance.	Portfolio formatting for the most part matches throughout. Student uses easy to read fonts and colors.	Student makes no attempt to have congruent formatting throughout their portfolio. Can be hard to read due to fonts or colors chosen by the student.	
Research Paper	The paper has all required components (title page, abstract, resource page, in-text citations) and meets the length requirement.	The paper has all the required components (title page, abstract, resource page, in-text citations). They may have a few errors but still meet the length requirement.	The paper does not have all the required components, has multiple errors, or does not meet the length requirement.	
Correctness of Documents	Each document in the portfolio is present and is completed correctly with little to no grammatical errors.	Each document in the portfolio is present and completed correctly, but with some grammatical errors.	Documents are not completed correctly and/or have multiple grammatical errors.	

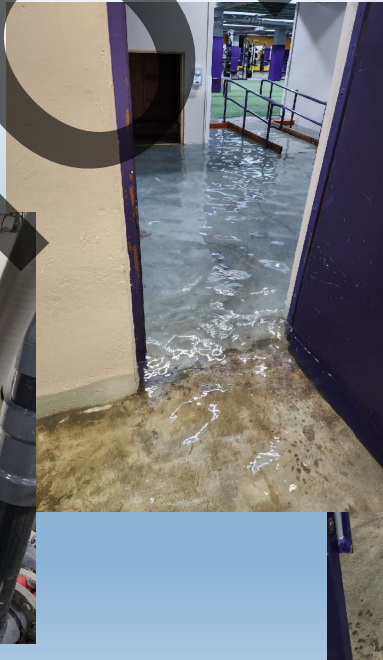
FACILITIES UPDATE

Community Elementary
 Roosevelt Middle School
 Field Kindley Memorial High School

FACILITY UPDATE

- Phase II Updates
 - LED Lighting almost completed
 - A few rooms, CES gym and FKHS gym still have to be done. Waiting on equipment
 - Weatherizing of buildings almost completed.
 - Sealing around some windows (not all) and doors
 - HVAC updates will begin in May when school is out
 - High school and middle school will essentially be closed.
 - Retro-commissioning will begin in May when school is out
 - Will create some disruptions at CES depending on the schedule.

FKHS POOL



FACILITY UPDATE (CES PLAYGROUND)



CAPTURING KIDS HEARTS

- ESSER III Funds

Capturing Kids Hearts Community Elementary Board Information

[Capturing Kids Hearts](#)

Capturing Kids Hearts is an educational framework aimed at transforming school culture, enhancing student engagement, and improving academic outcomes through the cultivation of positive relationships between students and educators. By fostering meaningful connections between teachers and students, this program seeks to promote social-emotional growth, enhance classroom participation, and ultimately, improve academic performance.

Key Components of Capturing Kids Hearts

- Relationship Building
- Social-Emotional Learning (SEL)
- Restorative Practices
- Engagement Strategies
- Community Involvement

Benefits of Capturing Kids Hearts

- Improved Student Engagement
- Enhanced Academic Performance
- Positive School Climate
- Increased Teacher Satisfaction

Implementation Plan for CES

- Training for Teachers August 12 & 13
- Training for Paras TBA
- 3 Visits during the 2024-2025 School Year
 - Gather data to make decisions on implementation
- Personal consulting and coaching of administrators and building leadership team
- Integration into Curriculum and Instruction
- Establishing Support Structures

DECODABLES FOR READING SUPPORTS

- Textbook funds or ESSER III Funds

Decodables for Reading Supports Board Information

What are Decodable Readers?

Decodable books and text passages are an important part of a structured literacy approach to reading instruction. They contain words made of letter sounds and spelling and morphological patterns that a student has been explicitly taught, as well as a small number of high-frequency words with difficult or unexpected spellings that make the text more readable.

Vocabulary in the text expands as a student learns new parts of the alphabetic code.

Why Decodables are Beneficial for Reading?

Science of Reading research indicates that at least 50% of a phonics lesson should be spent on applying a skill to reading and writing. It's in the application that the learning sticks. Decodable texts are the critical application tool.

Why does CES have this need?

The current CES reading resources have decodables that do not align with the using the letter sounds and letter combinations for our students to practice the necessary phonics skills. This purchase will allow our students to learn to use the necessary specific letter sounds while building their reading independent reading skills.

HEADPHONE PURCHASE

• RFP Specifications

- Delivery must be no later than June 30, 2024
- Will not accept bluetooth headphones
- Minimum Specifications are:
 - 3.5 mm jack connectivity
 - Durability
 - Soft cushion ear cups for easy cleaning
 - Adjustable headband
 - Qty: 3,000

• Responses

- Sent to 25 vendors
- 7 vendors replied
- 10 bids received

• Evaluation Criteria

- Durability (30pts)
- Price (30pts)
- Specifications (20pts)
- Availability (10pts)
- Optional Features or Value Adds (5pts)
- Vendor Qualifications (5pts)

	#1	#2A	#2B	#2C	#3	#4A	#4B	#5	#6	#7	
Total Points	100	80	82	78	73	73	100	85	98	77	98

HEADPHONE PURCHASE

- 9 to 5 Company – TechProtectus
- Bid and Device Features:
 - \$25,500 for 3000 Headphones at \$8.50 each
 - Shock Proof Headset for Durability
 - Noise Cancellation
 - Earmuff Covers for Easy Cleaning
 - Durable Tangle Resistant Cable
 - Built in Mic
- Purchase is from ESSER III approved funds



BUILDING SIGNAGE PROJECT

- 8 Total Project Locations
 - Board Office
 - FKHS Gym
 - FKHS Gym Entrance
 - FKHS Gym Stairwell (East Side)
 - FKHS Gym Stairwell (West Side)
 - RMS Auxiliary Gym Entrance
 - RMS Auxiliary Gym
 - FKHS Main Entrance
- Highwayman Signs (Bartlesville)

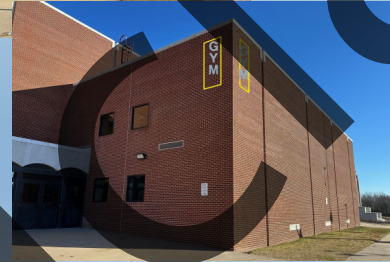
Project	Bldg.	Location	Cost
1	BOE	Board Office	2,821.81
2	FKHS	Gym	1,481.72
3	FKHS	Gym Entrance	1,035.92
4	FKHS	Stairwell Graphic (East)	2,930.82
5	FKHS	Stairwell Graphic (West)	2,930.82
6	RMS	Auxiliary Grm Entrance	1,180.80
7	RMS	Auxiliary Gym	4,907.32
8	FKHS	Main Entrance	708.48
			17,997.69
			84,807
			52,109.4

BUILDING SIGNAGE

- #1 Board Office



- #2 FKHS Gym

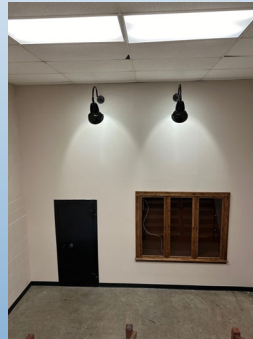


BUILDING SIGNAGE

- #3 FKHS Gym Entrance



- #4 FKHS Gym Stairwell (East)



BUILDING SIGNAGE

- #5 FKHS Gym Stairwell (West)



- #6 RMS Auxiliary Gym Entrance



BUILDING SIGNAGE

- #7 Auxiliary Gym



- #8 FKHS Main Entrance



USD 445 BOARD OF EDUCATION

Board Meeting
March 18, 2023

Unofficial