

**MINUTES**  
**Regular Board of Education Meeting**  
**Garden City Unified School District No. 457**  
**Board Meeting Room, 1205 Fleming Street**  
**Monday, July 9, 2018; 6:00 p.m.**  
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The Board of Education of Garden City USD 457 met in regular session on Monday, July 9, 2018, at 6:00 p.m. in the Board Meeting Room of the Educational Support Center, 1205 Fleming, Garden City, Kansas.

Board members present were Lara Bors, Jean Clifford, Tim Cruz, Tim Hanigan and Mark Rude. Joining board members at the conference table was Superintendent, Steven Karlin. Also in attendance were Heath Hogan, Deputy Superintendent; Renee Scott, Assistant Superintendent of Student Services; and KJ Knoll, Financial Officer. Approximately 20 observers were present in the audience.

Tim Cruz, President, called the meeting to order at 6:00 p.m. The meeting opened with the Pledge of Allegiance, led by representatives of Real Men / Real Leaders. Jonas Cruz, program director, asked the students to introduce themselves. He stated that it is an after school mentoring program and they have a summer program called Aware, an alcohol and drug awareness program.

	Bors	Clifford	Cruz	Hanigan	Rude
Motion					X
Second		X			
Aye	X	X	X	X	X
Nay					
Abstain					
<i>Carried</i>					

**APPROVAL OF AGENDA**

**Motion:** That the Board of Education approve the meeting agenda with the following amendments:

1. Remove Item #C-1, Recognition of Glenda LaBarbera.
2. Additional certified and classified personnel actions for consideration, item #E-3.
3. Add Item #E-4-b, Handbooks.

**DELEGATIONS, Q & A, PUBLIC COMMENTS, (a speaker or group will be allotted five minutes to speak after signing a request to address the Board of Education), RECOGNITIONS, COMMITTEE REPORTS**

**ELECTION OF BOARD OF EDUCATION PRESIDENT:** Current Board President, Tim Cruz, declared that nominations for the office of Board of Education President for the 2018-19 fiscal year were in order. The following action was taken.

	Bors	Clifford	Cruz	Hanigan	Rude
Motion		X			
Second				X	
Aye	X	X	X	X	X
Nay					
Abstain					
<i>Carried</i>					

**Motion:** Jean Clifford nominated Mark Rude for President of the Board for the 2018-19 fiscal year and Tim Hanigan seconded the motion. Tim Hanigan made a motion that nominations cease and it was seconded by Jean Clifford. Motion carried. Voting results for the election of Mark Rude for President of the Board are recorded at the left.



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**ELECTION OF BOARD OF EDUCATION VICE-PRESIDENT:** Mark Rude, newly elected President of the Board of Education, declared that nominations for the office of Vice-President were in order. The following action was taken.

	Bors	Clifford	Cruz	Hanigan	Rude
Motion		X			
Second			X		
Aye		X	X	X	X
Nay					
Abstain	X				
<b><i>Carried</i></b>					

**Motion:** Jean Clifford nominated Dana Nanninga for Vice President of the Board for the 2018-19 fiscal year and Tim Cruz seconded the motion. Tim Cruz made a motion that nominations cease and it was seconded by Tim Hanigan. Motion carried. Voting results for the election of Dana Nanninga for Vice President of the Board are recorded at the left.

There was no correspondence.

	Bors	Clifford	Cruz	Hanigan	Rude
Motion			X		
Second		X			
Aye	X	X	X	X	X
Nay					
Abstain					
<b><i>Carried</i></b>					

**APPROVAL OF CONSENT AGENDA**

**Motion:** That the Board of Education approve all consent agenda items as amended. Approved actions are as follows.

1. **MINUTES** of the regular meeting June 28, 2018, as printed.
2. **ACCOUNTS PAYABLE** - there are no accounts payables for this meeting.
3. **PERSONNEL** - all certified and classified personnel actions as follows:

**a. Certified**

**Appointments:** Rozalynn Frey, Anita Palmer, Sydnee Sassaman, Sarah Stucky

**Resignations:** Erin Marshall, will not be released until a suitable replacement has been found and she will be assessed a \$1,000 liquidated damages fee.

**Transfers:** Catherine Blankenship, Sharon Ford, Sarah Gere, Rosa Rodriguez, Rocio Vega

**Supplemental Appointment:** Trent Specht as girls golf head coach at GCHS

**Student Teacher Agreements (for the Fall 2018 semester):** Benita Villerreal

**Position Request:** Added a 1.0 long-term substitute support facilitator position for the 2018-19 school year.

**b. Classified**

**Resignations:** Elizabeth Fine, Yahaira Mendoza, Jimmy Rohrbough, Lisa White

**Transfers:** Ma Barragan Para



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Other:

- Approved the 2018-19 Full Time Calendar
- Afton Huck approved as Human Resource Coordinator.

4. **OTHER**

- a. Kansas Reading Roadmap Agreement and Grant - approved as presented.
- b. Handbooks - approved as presented, noting additions and/or corrections by reviewers.
  - Alta Brown Elementary Staff Handbook
  - Garfield Early Childhood Student/Parent Handbook
  - Victor Ornelas Staff Handbook
  - Paraeducator Handbook
  - Teacher Handbook
  - GCHS Athletic/Activity Handbook

5. **ANNUAL REORGANIZATION**

- a. Appointed Board Clerk, Deputy Clerk, Treasurer and Attorney as follows:
  - Clerk: Stephanie DeLoach
  - Deputy Clerk: Miranda Unruh
  - Treasurer: Trudy Bogle
  - Attorney: Randall D. Grisell
- b. Adopted a resolution naming Board of Education meeting dates and times for the 2018-19 school year as listed below and on the resolution - page 8.

<i>July 9, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>January 14, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>July 23, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>February 4, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>August 6, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>February 18, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>August 20, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>March 4, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>September 10, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>March 21, 2019</i>	<i>Thursday</i>	<i>5:00 p.m.</i>
<i>September 27, 2018</i>	<i>Thursday</i>	<i>5:00 p.m.</i>	<i>April 1, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>October 8, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>April 15, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>October 22, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>May 6, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>November 12, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>May 20, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>December 3, 2018</i>	<i>Monday</i>	<i>6:00 p.m.</i>	<i>June 3, 2019</i>	<i>Monday</i>	<i>6:00 p.m.</i>
<i>December 20, 2018</i>	<i>Thursday</i>	<i>5:00 p.m.</i>	<i>June 27, 2019</i>	<i>Thursday</i>	<i>5:00 p.m.</i>

- c. Named *The Garden City Telegram* as the official newspaper for USD 457 for the 2018-19 fiscal year; Commerce Bank and American State Bank were named official depositories; and banks and savings and loan associates with home offices in Kansas and branch offices in Garden City were named as additional investment institutions for the 2018-19 fiscal year.



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- d. Adopted a resolution rescinding all policy statements found in the minutes of this Board of Education prior to June 30, 2018, and adopted the Board Policy Manual as presented and recommended by the Superintendent of Schools to govern USD 457 during the 2018-19 school year, subject to periodic review, amendment, and revisions by the Board of Education – page 9.
- e. Adopted a resolution waiving the requirement of accounting and auditing on the basis of generally accepted accounting principles and fixed asset accounting for fiscal year 2018-19 – page 10.
- f. Appointed the following program coordinators:
  - Title I Coordinator – Renee Scott
  - Title VI and Title VII Coordinator – Heath Hogan
  - Title VIB Coordinator – Glenda LaBarbara
  - Title IX Coordinator – Heath Hogan
  - Section 504 Coordinator – Glenda LaBarbara
  - ADA Coordinator – Heath Hogan
  - Homeless Coordinator – Joanna Bustamante
  - Foster Care Contact – Glenda LaBarbara
- g. Set tuition rates for the 2018-19 school year at \$1,400.00 per year or \$200.00 per Carnegie Unit, for non-resident students attending in USD 457.
- h. Appointed Tracy Johnson as representative for the School Lunch Program and Melinda Rowland as representative for Kansas Public Employees Retirement System for the fiscal year 2018-19.
- i. Appointed the three Youth (Truant) Officers (elementary, intermediate, middle and secondary) and the Principal and Associate Principal(s) of each elementary, intermediate, middle and secondary school as Attendance Officers for USD 457 for the 2018-19 school year – page 11.
- j. Appointed KJ Knoll as hearing officer for free and reduced priced meal application appeals.
- k. Appointed Roy Cessna, Public Information Coordinator, as the Freedom of Information Officer. Appointed the clerk as the official custodian of all board records maintained by the district. Appointed the superintendent as designated official custodian of all district office records maintained by the district. Appointed each building principal and/or program director as official custodian of all records established and maintained at the building level or other appropriate site.
- l. Adopted a resolution establishing a petty cash fund and limit of \$250.00 for the Transportation Department, to be administered by the Financial Officer – page 12.
- m. Adopted a resolution authorizing Student Activities Fund – page 13.
- n. Adopted a 1,116-hour calendar for the 2018-19 school year.
- o. Appointed Drew Thon, District Athletic/Activity Director, as manager of gate receipts.
- p. Appointed administrators as hearing officers/committee members for the 2018-19 school year – page 14.
- q. Appointed all Board of Education members as potential hearing officers and granted authority to the Board President to appoint appeal panels, as needed.
- r. Recognized the Garden City Education Association as the collective bargaining unit for the 2019-20 school year.
- s. Adopted a resolution to establish Home Rule – page 15.
- t. Adopted a resolution to provide early payment of district bills – page 16.



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**CURRICULUM REPORT**

1. Buffalo Coffee Shop Trip – Paul Lappin. Renee Scott, Assistant Superintendent of Student Services, introduced Paul Lappin who is making a recommendation for a trip for his students. Paul Lappin, life skills teacher at GCHS talked briefly about his class and the coffee shop they started two years ago. They learn life, social and vocational skills. With the money earned, they have donated some of it to community organizations and to students and their families who have had hardships. With their remaining funds, they would like to take the students on a trip to Tampa, Florida next May. He gave information about supervision, costs, safety, rules and behavior expectations. While preparing for this trip, there are many objectives from the class that the students will learn throughout the year. A couple of parents commented that they feel this trip would teach their children how to be more independent. Board members questions were answered. This will be put on the consent agenda at the next meeting.

**NEW BUSINESS**

1. Budget / School Finance Update – KJ Knoll, Financial Officer spoke briefly about school funding. She stated that there will be no change in funding for this year or for next year. She is starting to work on the budget for next year. She stated that it will be done as a 3 step process. At the 1<sup>st</sup> meeting, she will present the budget. The 2<sup>nd</sup> meeting, she will request permission to publish the budget and the 3<sup>rd</sup> meeting will be the public hearing and she will ask for approval of the budget. She is currently waiting on her budget forms from the State and anticipates receiving those by the middle of July but hopes to be able to do the budget presentation at the July 23<sup>rd</sup> Board Meeting. There is a Kansas State Department of Education (KSDE) workshop scheduled in Garden City on July 17<sup>th</sup>. Board members questions were answered.

**BOARD OPEN DISCUSSION**

Mark Rude recognized Tim Cruz as the outgoing president of the Board stating that he did exceptional work and thanked him for his work done for the community, the Board and the students of USD 457. He was presented with a wooden plaque in appreciation of his service. Mr. Cruz stated that it was an honor to serve as President of the Board and thanked everyone for the opportunity.

Lara Bors reminded everyone about the Republican Gubernatorial Candidate Forum being put on by the Chamber of Commerce on July 11<sup>th</sup> at 5:30 pm at GCHS. The Democrat Forum will be the following week.

Dr. Karlin thanked Tim Cruz for his service as President to the Board and for all of his hard work.

Mark Rude stated that there are a lot of interesting and significant things happening such as the budget, negotiations and the 5 year plan.

**NEXT BOARD MEETING - THE NEXT MEETING OF THE BOARD OF EDUCATION WILL TAKE PLACE ON MONDAY, JULY 23, 2018, AT 6:00 P.M. IN THE BOARD MEETING ROOM AT THE EDUCATIONAL SUPPORT CENTER, 1205 FLEMING STREET, GARDEN CITY, KANSAS.**

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**EXECUTIVE SESSION** - the following action was taken.

**Motion:** Mr. President, I move we go into executive session for 20 minutes, to discuss negotiations for the 2018-19 school year under the exception for the employer-employee negotiations under KOMA, beginning at 6:40 pm and the open meeting will resume in the Board Meeting Room at 7:00 pm. Dr. Karlin, Heath Hogan and KJ Knoll were invited to join Board Members in executive session. Jean Clifford seconded the motion. There was discussion by board members about the length of time requested. Tim Hanigan amended the motion as follows:

	Bors	Clifford	Cruz	Hanigan	Rude
Motion				X	
Second	X				
Aye	X	X	X	X	X
Nay					
Abstain					
<b><u>Carried</u></b>					

**Motion:** That we go into executive session for 40 minutes, beginning at 6:40 pm and the open meeting will resume in the Board Meeting Room at 7:20 pm.

Mark Rude, Tim Cruz, Tim Hanigan and Jean Clifford returned to the Board Meeting Room at 7:20 pm and the following action was taken:

	Clifford	Cruz	Hanigan	Rude
Motion		X		
Second	X			
Aye	X	X	X	X
Nay				
Abstain				
<b><u>Carried</u></b>				

**Motion:** That the Board of Education extend the executive session for 20 minutes beginning from 7:20 pm and the open meeting will resume in the Board Meeting Room at 7:40 pm.



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Mark Rude, Tim Cruz, Tim Hanigan and Jean Clifford returned to the Board Meeting Room at 7:40 pm and the following action was taken:

	Clifford	Cruz	Hanigan	Rude
Motion		X		
Second			X	
Aye	X	X	X	X
Nay				
Abstain				
<u>Carried</u>				

**Motion:** That the Board of Education extend the executive session for 15 minutes beginning from 7:40 pm and the open meeting will resume in the Board Meeting Room at 7:55 pm.

The Board Members returned to open session at 7:55 pm. No binding action was taken.

	Bors	Clifford	Cruz	Hanigan	Rude
Motion			X		
Second		X			
Aye	X	X	X	X	X
Nay					
Abstain					
<u>Carried</u>					

**ADJOURNMENT** - There being no further business to come before the board, the following action was taken.

**Motion:** That the Board of Education meeting be adjourned at 7:55 p.m.

Respectfully submitted,

Stephanie DeLoach  
 Stephanie DeLoach, Clerk

Mark Rude Approved:  
 Mark Rude, President