

**Minutes (DRAFT only; Pending BOE approval)**  
**Regular - Board of Education Meeting**  
**Unified School District No. 473, Chapman, KS 67431**

**November 8, 2021**



Brenda Edleston, Board President, convened the *Regular* meeting of the Board of Education of USD 473, Chapman, KS on Monday, November 8, 2021 at 7:00 pm at the Education Center, Chapman, KS 67431

**Other Board Members Present:** Vice-President Brian Rock, Todd Frieze, Kelly Kuntz, Mike Rutz, Jerry Wright and Bob Haynes

**Also Present:** Kevin Suther, Superintendent, Michele Sutter, Board Clerk  
Kyle Cook, AJ Raaska, Jennifer Tiller, Clint Merritt, Kate Thornton, Cheri Simpson, Stacy Smiley, Afton Diehl, Tara Tiernan, Andrea Koster, Rita Hinck, Julie Anguiano, Dwyne Riegel, Jessica Cochran, Doug Lindahl and Betsy Edwards

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Kelly Kuntz made the motion to adopt the agenda as presented. Brian Rock seconded the motion; motion carried 7-0.

Mike Rutz made the motion to adopt the consent agenda. Jerry Wright seconded the motion; motion carried 7-0.

**Consent Agenda:**

- A. Approve the minutes from the Regular October 11th & the Special October 20<sup>th</sup> BOE Meetings
- B. Financial reports
  - Treasurer's Reports
  - Food Service Report
  - Petty Cash Reports
- C. Payment of bills
  - Regular Bills - \$ 226,555.67
  - Bills Paid Early - \$ 336,400.60
  - TOTAL - \$ 562,956.27
- D. Out-of-District Requests
- E. In-District Transfer Requests

Under old business, COVID-19 protocols were discussed. Kevin Suther and Tara Tiernan both gave the Board updated information. Kevin shared the booster vaccines are now available. Tara gave her latest numbers, which are updated every Wednesday on the District website. Last week we had (1) staff member who was positive, (1) student who was positive and (1) student who was quarantined. She told the District has partnered with the

Dickinson County Health Department to offer the vaccine for ages 5-11 with a school clinic on November 19<sup>th</sup> in the afternoon. Backpack fliers and a power announce will go out this week with parents needing to sign up by filling out the forms by November 15<sup>th</sup> and turning them into their school office. It is optional, not mandatory. The booster will also be available to the staff that same day.

The 2<sup>nd</sup> dose for ages 5-11 will be December 10<sup>th</sup>, tentatively. The kid's vaccine will be the Pfizer. The boosters will be whatever your original vaccine was.

This was an update only as no action was taken.

### **TRACK UPDATE:**

Clint showed a video of our old track, including the damages it had sustained over the years and explaining them plus the danger they caused. He then shared a video that Mrs. Atcheson and the Journalism Department put together of our new track, all completed. The project was signed off on October 21, 2021 by Superintendent Suther and himself. He also shared a general care and maintenance guideline as well as a timeline for additional maintenance that will need to be considered in the future. Hellas Construction will repaint the lines in March before track season at no additional cost.

Finally under old business, the Board discussed public participation. Although the Board already has district policy and a request form on this matter, it needs to be decided whether the Board wants it on the Agenda every month. The request must take place (5) days in advance to allow for Administration to address any question or concern.

Mike Rutz made a motion to add public participation back onto the Agenda each month. Kelly Kuntz seconded the motion; motion carried 6-1 with Jerry Wright voting no.

Under new business, Chapman Elementary presented to the Board. Olivia Vosburg, CES 5<sup>th</sup> grader, read a list of her uncle David Vosburg's military awards and accomplishments, which was quite long and honorable. Also, Mrs. Cynthia Aramowicz explained their virtual program honoring the veterans that will be posted to the CES website and she encouraged everyone to check it out. She talked about the in-person Christmas program that will be coming and that the 5<sup>th</sup> graders will perform one of their songs they learned for the Veteran's Day program at that time.

Doug Lindahl, representing the Community Foundation, presented CMS Technology teacher SueAnn Wanklyn a check that will help her purchase some computers. She expressed her CMS NEWS! class will benefit greatly since they need an I-Mac for graphics for their work. Mr. Lindahl shared that they normally don't fund tax supported entities but she had requested help more than once so they made an exception and granted her much needed funds.

### **Collaborative Teams / Professional Learning Communities**

**An update on the Collaborative Teams within the USD 473 MTSS structure was shared by teacher representation from Rural Center and Blue Ridge (Jessica Cochran and Julie Anguiano), middle school (Dwynne Riegel), and high school (Jodi DeArmond). Teachers shared the process they use to collaborate weekly within their buildings. Changes in schedules have allowed focused conversations on student achievement, teaching practices, and student interventions with opportunities for special education, Title, and classroom teachers to join the conversations. At the secondary level, teachers also have the opportunity to collaborate with teachers in their discipline. Teachers shared how they efficiently run a meeting with a common structure in their agenda including norms, roles, and PLC focus questions. Collaborative Teams were the third in a series of presentations to the board on how the Self-Correcting Feedback Loop helps to support the collaboration and communication within our district. Prior board updates on the Self-Correcting Feedback Loop were presented by the District Leadership Team and Building Leadership Team. At the December meeting, the board will hear updates in regard to how the MTSS process is impacting student learning directly in the classroom.**

**Bob Haynes made the motion to accept (2) monetary donations given to the District. The first one was from the Sunflower Bank in Junction City. Their ABC Promotions gifted our district \$439.82 to be divided between all (6) schools.**

**The second was from an Alumni who took a tour of our High School and was very impressed with Nurse Tara Tiernan's "Nurses Corner" and donated \$100 to purchase supplies to help with the stock.**

**Brian Rock made a motion to approve the 2021-22 Certified and Classified handbooks as presented. Kelly Kuntz seconded the motion; motion carried 7-0.**

**The Board discussed the Superintendent evaluation process. Andrea is to get them a job description and they will continue working on it. Brenda shared some examples of evaluations she really liked and the Board discussed them briefly. A new Superintendent is evaluated by the Board twice a year for the first (2) years. Todd asked that Brenda, Brian and Kevin work together on an evaluation tool they agree on together instead of having the whole Board in this process as it could delay the evaluation. This will be talked about again at next month's meeting.**

**Brenda Edleston gave an overview of the KASB Convention she attended over the weekend. Randy Watson was a featured speaker who had a lot to offer them. She enjoyed her break-out sessions which were public relations, law and negotiations. She said next year will be in Wichita and she highly recommends the Board attend. She also thanked the District for the opportunity to go.**

**Kelly Kuntz made the motion the Board go into Executive Session for (15) minutes in order to discuss personnel items pursuant to non-elected personnel, exception under KOMA, with possible action to follow. The open meeting will resume in the Board Room at 8:27**

pm. Mike Rutz seconded the motion; motion carried 7-0. Superintendent Suther was invited into the session.

*(The Board returned to open session at 8:27 pm)*

Bob Haynes made the motion for the Board to extend the Executive Session for (10) minutes in order to discuss personnel items pursuant to non-elected personnel, exception under KOMA, with possible action to follow. The open meeting will resume in the Board Room at 8:37 pm. Todd Frieze seconded the motion; motion carried 7-0. Superintendent Suther was invited into the session.

*(The Board returned to open session at 8:37 pm)*

Kelly Kuntz made the motion to approve all personnel items that were presented to the Board. Brian Rock seconded the motion. Motion carried 6-1 with Bob Haynes abstaining, which counts as a no vote.

Personnel Items:

Resignations

1. Adam Woodridge – BR Custodian
2. Emily Haynes – RC 1<sup>st</sup>/2<sup>nd</sup> Combo Teacher

New Hires

1. Parker Bruce – CHS Ass't Boys Basketball Coach; JV Position
2. Brenda Brown – School Nurse
3. Kylan Thomas – FR Boys Basketball Ass't Coach

Transfers

1. Kate Thornton – from CHS Asst. Principal to CHS Principal
2. Clint Merritt – from District Athletic Director to CHS Asst. Principal & 7-12 Athletic Director
3. Jenny Elliott – PT District Gym Custodian transferring to Blue Ridge FT Custodian

Brian Rock made the motion for the Board to go into Executive Session for (20) minutes for legal consultation pursuant to the exception for matters which would be deemed privileged in the attorney-client relationship under KOMA, and the open meeting will resume in the board room at 9:00 pm. Jerry Wright seconded the motion; motion carried 7-0. David Cunningham was invited into the session via phone.

*(The Board returned to open session at 9:00 pm)*

Mike Rutz made the motion for the Board to go into Executive Session for (10) minutes for legal consultation pursuant to the exception for matters which would be deemed privileged in the attorney-client relationship under KOMA, and the open meeting will resume in the board room at 9:10 pm. Brenda Edleston seconded the motion; motion carried 7-0. David Cunningham was invited into the session via phone.

*(The Board returned to open session at 9:10 pm)*

**Bob Haynes made the motion to adjourn. Todd Frieze seconded the motion; motion carried 7-0.**

**Meeting adjourned at 9:11 pm**



**Next up:**

**December 13th: Regular Meeting @ 7:00 pm at the Education Center.**

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*Michele Jutter; Board Clerk*

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*Brenda Edleston; Board President*