

Approved:

*DRAFT*

RILEY COUNTY UNIFIED SCHOOL DISTRICT NO. 378  
REGULAR  
BOARD OF EDUCATION MEETING  
HELD IN THE  
RILEY COUNTY HIGH SCHOOL LIBRARY  
MONDAY, JUNE 16, 2014

I. CALL TO ORDER – PART 1

President Kerry Thurlow called the USD 378 Board of Education’s regular meeting to order on Monday, June 16, 2014, at 7 p.m. in the Riley County High School library following the Pledge of Allegiance.

The following members were present:

Kerry Thurlow  
Ross Wahl  
David Higgins, arrived at 7:13 p.m.  
Jennifer Wilson  
Shane Allen  
Randy Glenn

Others present:

Brad Starnes, Superintendent  
Jenae Suderman, Board Clerk  
Sandy Glessner, Board Treasurer

See attached list for additional guests

A. Agenda

Jennifer Wilson moved the board approve the agenda as amended. Second by Shane Allen. Motion passed with five “yes” votes cast.

B. Approval of minutes

Randy Glenn moved the board approve the Board of Education minutes for the following meetings: regular June 2, 2014; and special June 9, 2014. Second by Jennifer Wilson. Motion passed with five “yes” votes cast.

C. Approval of financial reports

Randy Glenn moved the board accept the following financial reports: June bills; RCGS building report; RCHS building report. Second by Shane Allen. Motion passed with five “yes” votes cast.

## II. PATRON COMMUNICATION

### A. Hearing of students

None.

### B. Hearing of visitors

Beth Dugan gave suggestions to the board on spending the district's carryover funds.

### C. Principal's reports

1. Teresa Grant discussed past events and meetings. She also reported that she and Antoinette Root had compared USD 378's schedule with area schools that combine middle and high school. Discussion included seminar/homeroom, electives, lunch periods, teachers/staffing.
2. Antoinette Root, although absent, had provided a previously-written report about past and upcoming events.

## III. OLD BUSINESS

### A. Facilities and maintenance

1. Bob Nixon, with Access Control Solutions, presented the board with types of access control locks; he recommends using Alarm Lock because of its simplicity in operations. The board decided to have Mr. Nixon present the board with a price/service quote.
2. Brad Starnes gave an update on bids to fix horizontal masonry joints at RCGS.

### B. Long range facilities planning

1. Jennifer Wilson presented her research on facilitators, and gave the recommendation of John Divine. The board directed the district office to look into the facilitator recently used by USD 437 Auburn Washburn bond issue. The board will give any other recommendations they have, and possibly vote on one at a future meeting.
2. The board discussed the middle school and high school schedule, as presented by the principals. The board asked for more information, such as: what classes high school staff could add to their schedule; what money would be needed to add more classes or teachers.

At 8:43 p.m., Ross Wahl moved the board take a five-minute recess. Second by Jennifer Wilson. Motion passed with six "yes" votes cast. Returned at 8:48 p.m. No action was taken.

### C. Financial/ budget year

1. Transportation
  - a. Brad Starnes presented a transportation purchasing/surplus plan, recommended by Transportation Director Frank Clark. This included declaring some vehicles as surplus and going to bid for used busses and new passenger vans.
  - b. Shane Allen moved the board approve the transportation purchasing/surplus plan as presented. Second by Ross Wahl. Motion passed with six “yes” votes cast.
2. Budget
  - a. Brad Starnes presented the timeline and procedures for the 2014-15 budget, as prepared by Sandy Glessner.
  - b. The board discussed where they would like the 2013-14 carryover money to go.

#### IV. SUPERINTENDENT REPORTS

Brad Starnes gave an update on the district, which included the following: summer maintenance, roof replacement/repair, radon mitigation, RCGS north gym floor, innovative schools task force, helical anchors, paint crew, RCGS carpet replacement, RCGS modular.

#### V. NEW BUSINESS

##### A. Playground equipment

Shane Allen moved the board accept special education playground equipment, given by the RCGS Parent Teacher Organization and the Virginia Knopp Memorial. Second by Ross Wahl. Motion passed with six “yes” votes cast.

##### B. Mileage reimbursements

Brad Starnes discussed the board’s mileage reimbursement policy and procedures.

##### C. Handbooks

1. Brad Starnes presented meal price information for the 2014-15 handbooks.
2. The board discussed changes in graduation requirements.
3. Handbook information will be an action item at the July 21<sup>st</sup> board meeting.

##### D. Band uniforms

1. Justin Davidson, band director, presented the board with the type of band uniforms that were sent out for bid.
2. Ross Wahl moved the board accept the bid of \$25,860 from Fruhauf Uniforms, Inc. Second by Shane Allen. Motion passed with six “yes” votes cast.

E. Board Treasurer bond

1. Brad Starnes presented the bond quotes given for the Board Treasurer position.
2. Ross Wahl moved the board accept the quote from Travelers for \$641,000, which is (\$1,027 per year). Second by Jennifer Wilson. Motion passed with six “yes” votes cast.

VI. PERSONNEL

\*All these positions/contracts offered are contingent upon the person recommended to be hired passing the BOE directed background check.

A. Executive session

1. At 10:02 p.m., Jennifer Wilson moved the board go into executive session for 20 minutes with the Superintendent for matters relating to employer-employee negotiations. Second by Shane Allen. Motion passed with six “yes” votes cast. The board returned at 10:25 p.m. No action was taken.
2. At 10:25 p.m., Jennifer Wilson moved the board go into executive session for 10 minutes with the Superintendent for preliminary discussion relating to the acquisition of real property. Second by Ross Wahl. Motion passed with six “yes” votes cast. The board returned at 10:37 p.m. No action was taken.

B. District staff rehire list

1. Ross Wahl moved the board table the rehire list contracts for Riley County district staff. Second by David Higgins. Motion passed with four “yes” votes and two “no” votes (Jennifer Wilson, Randy Glenn) cast.
2. The board requested additional job descriptions for the next meeting.

C. RCHS coaching staff rehire list

Jennifer Wilson moved the board approve the rehire list contracts for RCHS coaching staff, per Athletic Director Harold Oliver’s recommendation as printed on June 16, 2014. (see attached list) Second by Shane Allen. Motion passed with six “yes” votes cast.

D. RCHS classified staff rehire list

David Higgins moved the board approve the rehire list contracts for RCHS classified staff, per Principal Antoinette Root’s recommendation. (see attached list) Second by Ross Wahl. Motion passed with six “yes” votes cast.

E. RCHS supplemental staff rehire list

Jennifer Wilson moved the board approve the RCHS supplemental rehire list, per Antoinette Root's recommendation. (see attached list) Second by Ross Wahl. Motion passed with six "yes" votes cast.

F. RCGS supplemental staff

Shane Allen moved the board approve the RCGS supplemental staff rehire list, per Teresa Grant's recommendation. (see attached list) Second by Ross Wahl. Motion passed with six "yes" votes cast.

G. RCGS classified staff

Jennifer Wilson moved the board approve the RCGS classified staff rehire list, per Teresa Grant's recommendation. (see attached list) Second by Ross Wahl. Motion passed with six "yes" votes cast.

H. RCMS coaching staff

Shane Allen moved the board approve the RCMS coaching staff rehire list, per Athletic Director Erik Willimon's recommendation. (see attached list) Second by Jennifer Wilson. Motion passed with six "yes" votes cast.

## VII. CORRESPONDENCE TO THE BOARD

- A. Shane Allen noted that he voted to table Personnel item "B" to obtain more information about the positions.
- B. In light of several members completing their first year on the board in July, Kerry Thurlow asked the board to think about what worked well and what didn't work well over the past year, to be discussed at a future meeting.

## VIII. FUTURE MEETINGS

Kerry Thurlow announced the next regular meeting will be at 7 p.m. Monday, July 7, 2014, in the RCHs library.

## IX. ADJOURNMENT

At 10:54 p.m., Shane Allen moved the board adjourn the meeting. Second by Jennifer Wilson. Motion passed with six "yes" votes cast.

---

Kerry Thurlow, President

---

Jenae Suderman, Board Clerk

# 2014- 15 Riley County High School Coaching Recommendations:

---

<u>Sport</u>	<u>Head Coach</u>	<u>Assistant Coach(s)</u>
<b>Football- Winter</b> , Jason Klein	Steve Wagner	Harold Oliver, Erik Willimon, Derek
<b>Volleyball -</b>	Lori Martini	Dunia Harmison, _____
<b>Cross Country-</b>	Jim Barnard	Dan Dickerson , _____
<b>Boys Basketball-</b>	Steve Fritz	Zac Burton, _____
<b>Girls Basketball-</b>	Harold Oliver	Steve Wagner, Kelsey Lawrenz, Erin Oliver
<b>Wrestling-</b>	Danny Grater	_____
<b>Baseball-</b>	Weston Stein er	Dustin Webber
<b>Softball-</b>	_____	_____/ _____
<b>Track -</b> _____	Steve Fritz	Jim Barnard, _____, _____,
<b>Golf-</b>	Shari Taylor	

- We will have one head coaching position to fill (Softball)
- We need to fill Assistant cross country (Anna), Assistant volleyball (Lindsey), Assistant Boys basketball (Darren), Assistant wrestling (Ian), and three Assistant track positions (Dave, Anna, Kale)
- We will wait and see what new hires we have as teachers before filling vacancies
- I am not ready to recommend anyone on softball staff for re-hire at this point.

# **RILEY COUNTY HIGH SCHOOL**

12451 Fairview Church Road  
P.O. Box 38  
RILEY, KANSAS 66531

(785) 485-4020  
(785) 485-2426 – Fax

**Antoinette Root**, Principal  
**Chris Delforge**, Assistant Principal  
**Harold Oliver**, Athletic Director



To: Mr. Starnes and USD 378 Board of Education

From: Antoinette Root

Date: May 23, 2014

Re: Classified Staff at Riley Country High School

I recommend the following classified staff be offered a contract extension for the school year, 2014-2015. Following are the candidates and current assignments:

Donna Tittel	-	12 month Secretary
Heather Wernholm	-	9 month Secretary
Kris Burnett	-	Library Aide
Sue Hartenbower	-	VPL/Structured Study Facilitator
Maggie Haag	-	Nurse

# RILEY COUNTY HIGH SCHOOL

12451 Fairview Church Road  
P.O. Box 38  
RILEY, KANSAS 66531



**Antoinette Root**, Principal  
**Chris Delforge**, Assistant Principal  
**Harold Oliver**, Athletic Director

(785) 485-4020  
(785) 485-2426 – Fax

To: Mr. Starnes and USD 378 Board of Education  
From: Antoinette Root  
Date: May 23, 2014  
Re: Riley Co. High School Activities Recommendations:

Cheerleading - Jamie Abner & Kara Teele	NHS - Jim Barnard
Debate - TBD	Summer Band - Justin Davidson
Forensics - TBD Thomson	Science Club - Cynthia
Musical Production - Jennifer Johnston	Tri-M - Jennifer Johnston
Instrumental Music - Justin Davidson	Art Club - Jennifer Meadows
Vocal Music - Jennifer Johnston	Junior Class Sponsors - Danny Grater
Scholars Bowl - Dunya Harmison & Jim Barnard	Jenna Grater Steve Wagner Jennifer Johnston TBD
SADD - TBD	Extra Two Weeks
Yearbook - Megan Steiner	Bob Whearty Danny Grater Samantha Kriley
Pep Club - Jenna Grater & TBD	Concession Stand - Cara Rignell
Culture Club - Kezia Hussman	
Student Council - Megan Steiner	
FBLA - Mark Laurie	
FCCLA - Jenna Grater	
FFA - Bob Whearty	

*A Place Where Students Will Be Empowered To Learn*



Riley County Grade School  
Unified School District No. 378



**Teresa Grant**

**Jon Granberry**

**Erik Willimon**

**Principal  
Director**

**Assistant Principal**

**Athletic**

TO: Mr. Starnes & USD 378 Board of Education

FROM: Teresa Grant & Erik Willimon

DATE: June 2, 2014

RE: Supplemental Contract Extensions for 2014-2015

I recommend the following supplemental contracts be extended for the 2014-2015 school year. Following are the candidates and current assignment:

8 <sup>th</sup> Grade Sponsor	-	Dan Dickerson, Erin Oliver, Darnell Vargo
Student Council	-	GS Counselor
Extra Week	-	Jane Cales-ESL, Counselor, Dawn Messerla
Yearbook	-	Darnell Vargo
Vocal Music	-	Carey Zeak
Middle School Athletic Director	-	Erik Willimon
Cheerleading	-	Kaylee Proctor, Trish Reichert

Mr. Willimon and I have prepared a joint recommendation for the athletic positions. Mr. Willimon has prepared that recommendation.

Riley County Grade School  
Unified School District No. 378



**Teresa Grant**  
**Principal**

**Erik Willimon**  
**Athletic Director**

TO: Mr. Starnes & USD 378 Board of Education

FROM: Teresa Grant

DATE: June 2, 2014

RE: Classified Staff Contract Extension Recommendation

I recommend the following classified staff be offered a contract extension for the 2014-2015 school year. Following are the candidates and current assignment:

Konnie Evans	-	Nurse - 9 months
Marcia Goff	-	Kindergarten Aide - 9 months
Dana Hebert	-	Building Secretary - 12 months
Terry Iseli	-	½ Way Room Tutor/ISS - 9 months
Dawn Messerla	-	Library Aide - 9 months
Jeanise Pride	-	Riley County Childcare Aide - 9 months
Cathy Nonomaker	-	Riley County Childcare Aide - 9 months
Debbie Ruggels	-	Riley County Childcare Aide - 12 months

Riley County Grade School  
Unified School District No. 378



**Teresa Grant**

**Principal**

**Erik Willimon**

**Athletic Director**

TO: Mr. Starnes & USD 378 Board of Education

FROM: Teresa Grant & Erik Willimon

DATE: June 2, 2013

RE: Contract Extensions for 2014-2015

I recommend the following supplemental coaching contracts be renewed for the 2014-2015 school year. Following are the candidates and current assignment:

FOOTBALL:

	Head Coach
Jeff Bromley	Assistant Coach
Unfilled	Assistant Coach

VOLLEYBALL:

	Head Coach
Darnell Vargo	Assistant Coach
Cara Rignell	Assistant Coach
Jenneen LeMay	Assistant Coach

BOYS' BASKETBALL:

	Head Coach
Unfilled	Assistant Coach
Unfilled	Assistant Coach

GIRLS' BASKETBALL:

	Head Coach
Erin Oliver	Assistant Coach
Kelsey Lawrenz	Assistant Coach
Stasha Martin	Assistant Coach

TRACK:

	Head Coach
Mari Starnes	Assistant Coach
Jeff Frey	Assistant Coach
Jeff Bromley	Assistant Coach
Dan Dickerson	Assistant Coach

MS Wrestling:

	Head Coach
Danny Grater	Assistant Coach
Unfilled	Assistant Coach

**Guests at the USD 378 Riley County regular Board of Education meeting  
June 16, 2014\***

Bob Nixon  
Margaret Davies  
Susie Swanson  
Carmen Thurlow  
Beth Dugan  
Charles Ray Dugan  
Andy Thurlow  
Larry Tawney  
Chris Tawney  
Tom Nichols  
Janice Camerlinck  
Melissa Wahl  
Rich Vargo  
Bob Nixon  
VaLynda Porter  
Curt Porter

\* Some names were illegible and/or some individuals did not sign in