

**Minutes of the Board of Education  
Unified School District No. 435  
Dickinson County**

**Abilene, Kansas**

**August 22, 2012**

The Board of Education of Abilene Unified School District No. 435 met for a **special meeting** at the District Office at 6:00 p.m. on Wednesday, August 22, 2012. Dinner was provided by the high school catering class.

The meeting was **Called to Order** at 6:05 p.m. by President Dr. Kari Porter-Murray with the following members in attendance:

Mark Wilson	Randy Gassman	Gregg Noel
Dale Koop	Debby Barbur	Barb Brittan

Others attending all or part of the meeting were Dr. Timothy Shafer, Dr. Denise Guy, Angie Schneider, Keith Blackburn, Corey Dehn, Chad Remboldt, Dennis Rohlffing and Dave Canfield.

It was moved by Mark Wilson to approve the **Agenda**. Barb Brittan seconded and the motion carried.

Dr. Shafer recommended approval of the consent agenda. A motion was made by Dale Koop to approve the **Consent Agenda**.

- 3.1 Approval of minutes for the regular meeting held on August 13, 2012
- 3.2 Approval of Personnel Update - employment, resignations, transfers
- 3.3 Approval of out of district requests

The motion was seconded by Randy Gassman and the motion carried.

During the **BoardDocs Training** session, Dennis Rohlffing was introduced by Dr. Shafer. Dennis was on hand to provide training to board members. In depth training was received earlier in the day by Dr. Shafer, Dr. Guy and Angie Schneider. Board members received a copy of the Fast Track User Guide, their username, password and website address. They were then directed on how to access the website and maneuver within the program and agendas. Another item included in the training was how to conduct searches. BoardDocs allows us to search our agendas and minutes for key words. It also allows us to search information from other schools across the nation that have BoardDocs. A few questions were posed by board members and Dennis was able to answer them to their satisfaction.

Keith Blackburn and Corey Dehn, HTK Architects and Chad Remboldt, Trane, were in attendance for the **Facility Study** segment. Chad did a presentation on High Performance Classrooms. It was a No Fee Preliminary Analysis/5 Year Maintenance Plan for USD #45 that would fulfill Dr. Stewart's facility study master plan. The analysis proposed would determine if this type of study is feasible for us. If approved, the upgrades in our classrooms would be for the comfort of our classrooms so the students/

teachers can focus on learning/teaching. At this stage, there is no cost to us. Chad also talked about some of the different options to finance large projects. One option he said that is available is 0% financing, but it is based on our % of free/reduced lunch recipients.

Keith Blackburn then addressed the board regarding our building needs going forward. It was noted that we don't have enough money in Capital Outlay to fund a six room addition at Garfield. So we will probably be looking at a bond issue to deal with the needs of our district. Keith commented, that while Dr. Stewart's study is beneficial, it barely scratches the surface. Keith believes that a master plan is needed to determine our true needs. One of the benefits of a master plan is that it slows things down and gets everyone on the same page and enables board members and district employees to answer patrons questions better. Keith handed out sample books from other district master plans that he has conducted. They were very thorough, including specific building details, pictures, drawings, recommendations, etc. When a master plan is complete, short and long range plans are determined. The price of a master plan would vary depending on how in depth the board wants HTK to be. An approximate cost would be \$15,000 to \$20,000. Keith said that it would take approximately 3 months and we would only be charged for his time, not his travel and would be invoiced on a monthly basis.

Dr. Shafer recommended approval of the Trane and HTK presentations.

After more discussion, Debby Barbur moved to approve a master plan to be conducted by HTK Architects as presented. Barb Brittan seconded and the the motion carried.

It was then moved by Barb Brittan to approve the Preliminary Technical and Financial Analysis as presented to be completed by Trane. Mark Wilson seconded and the motion carried.

#### **Board-Administrator Communications**

- Dr. Shafer summarized the KASB President-Elect Designee paperwork that was provided to board members. This process is confidential.
- The board was informed by Dr. Shafer that we currently have approximately 35 requests from free lunch families to waive book fees.
- Dr. Shafer shared with the board that we have been approached by several community members interested in donating money to help families in need to pay the \$40.00 iPad fee. It was suggested that this money be run through the Endowment Fund. Angie Schneider will get with Endowment president, Leslie Hoffman to schedule a special meeting to discuss the parameters.

Due to the high number of students out for cross country, an additional **Assistant Cross Country Coach** has been requested for the 2012 season by Will Burton. However, he would like to see this become a permanent position. Here are some of the rationale for his request: disparity in ability, male/female runners, meet logistics, safety, limited optimization, administrative issues, etc. The approximate cost of this position would be \$1,700. Randy Gassman moved to approve the hire of an additional assistant cross country coach for the 2012 season. A second was made by Mark Wilson and the motion carried.

During the **Recreation Commission Appointment**, attendance of the current appointment was discussed. During his tenure, he has never met the attendance requirement of 75% set by the Recreation

Commission. Kyle Becker is interested in the appointment and has promised better attendance. Board members discussed how to better handle this appointment in the future. It appears that the general public is not very aware of this appointment. They would like to see an application process available on our website. Dr. Shafer and Angie Schneider will develop one. This is a 4 year appointment and won't be done again until 2015. Dr. Shafer recommended the appointment of Kyle Becker. Debby Barbur moved to approve Kyle Becker as the Recreation Commission appointment as recommended with a second by Dale Koop. The motion carried.

At 9:15 p.m., Mark Wilson made a motion to go into **Executive Session** for discussion of non-elected personnel matters in order to protect the privacy interests of the individual(s) to be discussed and to return to open session in this room at 9:35 p.m. The motion was seconded by Debby Barbur and the motion carried. Dr. Shafer was invited to join the executive session. He exited the at 9:18 p.m.

At 9:35 p.m., Dr. Kari Porter-Murray made a motion to extend the **Executive Session** for further discussion of non-elected personnel matters in order to protect the privacy interests of the individual(s) to be discussed and to return to open session in this room at 9:40 p.m. The motion was seconded by Dale Koop and the motion carried.

At 9:40 p.m., Gregg Noel made a motion to extend the **Executive Session** for further discussion of non-elected personnel matters in order to protect the privacy interests of the individual(s) to be discussed and to return to open session in this room at 9:45 p.m. The motion was seconded by Mark Wilson and the motion carried.

The meeting reconvened at 9:45 p.m.

There being no further business, a motion was made by Gregg Noel to **Adjourn** the meeting. Barb Brittan seconded and the motion carried. The meeting adjourned at 9:46 p.m.

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CLERK

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PRESIDENT