

**Shawnee Heights U.S.D. 450  
Minutes of Regular Meeting**

**August 5, 2019**

The Board of Education of Shawnee Heights Unified School District No. 450, Shawnee County, Tecumseh, Kansas, met on Monday, August 5, 2019, at 7:00 P.M. in the Professional Development Center of Shawnee Heights High School.

**1. Pledge of Allegiance**

**2. Call to Order**

**3. Roll Call**

Those present were:

Eric Deitcher, Board President

Rocky Busenitz, Board Vice-President

Rosa Cavazos, Board Member

Renae Hansen, Board Member

Joel Manzanares, Board Member

Erica Price, Board Member

Lauren Tice Miller, Board Member

Dr. Martin Stessman, Superintendent

Sara Hoyer, Board Clerk

Matt Hirsch, Associate Superintendent

Stacey Giebler, Elementary Curriculum Director

Stacey Bell, Secondary Curriculum Director

Nathan Hofstra, Director of Support Services

Blair Anderson, Technology Director

Ed West, Principal

Kyrstin Bervert, Principal

Rebecca Hummer, Principal

Kathleen Bivens, Principal

Scott Dial, Principal

Tiffanie Kinsch, Communications Specialist

Joe Hobbs, Buildings & Grounds Coordinator

Bradley Finkeldei, Stevens & Brand Attorneys

Lowell Goodman, Consultant

Russell Arffman, HTK Architects

Keith Blackburn, HTK Architects

Linda Ditch, Topeka Capital Journal

Renae Hansen moved to adjourn the meeting and reconvene in the Shawnee Heights High School Library. Seconded by Erica Price, motion carried 6-0.

The meeting adjourned at 7:02 P.M.

Renae Hansen moved the meeting reconvene. Seconded by Erica Price, motion carried 7-0. The meeting reconvened at 7:10 P.M.

**4. Approval of:**

**a) Agenda**

Erica Price moved to approve the agenda as submitted. Seconded Rosa Cavazos, motion carried 7-0.

**b) Minutes of July 22, 2019 Board Meeting**

Erica Price moved to approve the minutes of the July 22, 2019, Board Meeting as amended. Seconded by Rosa Cavazos, motion carried 7-0.

**5. Communications:**

**a) Comments/Concerns from Patrons**

None.

**6. Action Items:**

**a) Business by Consent**

Rocky Busenitz moved to approve items of Business by Consent. Seconded by Lauren Tice Miller, motion carried 7-0.

- 1) Claims
- 2) Petty Cash Report
- 3) Classified Employment/Transfers/Resignation

EMPLOYMENT

Judi Rudder Honeywell* (Effective 8/12/2019)	Library/Media Aide	SHES
Marsha Barrientez* (Effective 8/30/2019)	Sub Bus Driver	Transportation
Brennan Ridpath*	Para I	SHES
Andrea Handshumaker*	Para II	SHES
Catherine Cathey*	Para II	SHES
Jessica Root (All effective 8/9/2019)	Bus Driver	Transportation
Melonie Schmidtlein*	Math Tutor	Tecumseh North
Lorraine Teater*	Math Tutor	Tecumseh North
Wendy Flowers* (All effective 8/12/2019)	PreK Teacher Aide	Tecumseh North
Lauren Breiner* (Effective 8/8/2019)	Food Service Cashier/ Bookkeeper	Tecumseh South
Meghan Glendening* (Effective 8/9/2019)	Para I	Tecumseh North
Donna Dreyer* (Effective 8/8/2019)	Cook's Helper	SHES
Haley Hughes* (Effective 8/13/2019)	AVID Tutor	High School
Amber Pearson* Effective 8/13/2019)	Para I	High School

\*Subject to successful completion of physical, tuberculosis test, drug test and KBI background check.

TRANSFERS

Jenna Herrin	ECSE Para II	Tecumseh North
Shawna Harrington	ECSE Para II	Tecumseh North
Stephanie Gerant	Bus Driver (SPED Route)	Transportation
Traci Dean	Bus Driver (SPED Route)	Transportation
Deanna Busenitz	Bus Driver	Transportation
Daniel Meredith (All effective 8/9/2019)	Bus Driver	Transportation
Kelly Wingereson (Effective 8/12/2019)	Math Tutor	Tecumseh North
Alan Lawson (Effective 8/26/2019)	Literacy Tutor	SHES

RESIGNATION

Laura Fluke (Effective 7/31/2019)	Literacy Tutor	SHES
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**6. Action Items: (cont.)**

**a) Business by Consent (cont.)**

4) Supplemental Employment/Resignations

EMPLOYMENT

Robyn Scarlett (Effective 8/1/2019)	STUCO (.25 FTE)	Middle School
Danielle Wilbur (Effective 8/1/2019)	Co-STATE Sponsor	Middle School
Nokomis Jackson* (Effective 8/13/2019)	7 <sup>th</sup> Grade Head Football Coach	Middle School
Jacob Tapia (Effective 8/13/2019)	7 <sup>th</sup> Grade Asst. Football Coach	Middle School
Donnie Lockhart* (Effective 8/13/2019)	7 <sup>th</sup> Grade Asst. Football Coach	Middle School

\*Subject to successful completion of physical, tuberculosis test, drug test and KBI background check.

RESIGNATIONS

Hildegard Becker (Effective 7/31/2019)	International Club	High School
Bob Wells (Effective 7/31/2019)	8 <sup>th</sup> Grade Asst. Volleyball Coach	Middle School
Eli Penrod (Effective 7/31/2019)	7 <sup>th</sup> Grade Asst. Football Coach	Middle School

- 5) Substitute Lists
- 6) Coaching & Sponsor Staff

**b) Approve 2019-2020 Budget for Publication**

Renaе Hansen moved to approve the 2019-2020 Budget to be published in the Topeka Capital Journal. Seconded by Joel Manzanares, motion carried 7-0.

**c) Approve Policy Updates**

Erica Price moved to approve the Policy Updates as recommended by KASB. Seconded by Rocky Busenitz, motion carried 7-0. Those policies are: CGK, CM, CN, CNA, EBBE, GAA, GAAA, GAAB, GACB, GACC, GACCA, GACE, GAE, GAG, GAHB, GAOE, GHB, GBN, GBRD, GBRH, IFC, IJ, JBC.

**d) Approve Engagement of QHS, LLC**

Lauren Tice Miller moved to approve the agreement with QHS, LLC, regarding the district bandwidth. Seconded by Joel Manzanares, motion carried 7-0.

**e) Approve Pay Application to Diamond Everley Roofing (Shawnee Heights Elementary)**

Rocky Busenitz moved to approve the Pay Application in the amount of \$147,377.00 to Diamond Everley for work done to date on the Partial Re-Roof of Shawnee Heights Elementary. Seconded by Renaе Hansen, motion carried 7-0.

**f) Approve Pay Application to Diamond Everley Roofing (Shawnee Heights High School)**

Lauren Tice Miller moved to approve the Pay Application in the amount of \$1,413.80 to Diamond Everley for work done to date on the Partial Re-Roof of Shawnee Heights High School. Seconded by Erica Price, motion carried 7-0.

**6. Action Items: (cont.)**

**g) Approve Auditorium Use Request**

Joel Manzanares moved to approve the request from the Shawnee County Sheriff's Office for use of the High School Auditorium on August 21, 2019, from 6:00 – 7:30 P.M. Seconded by Rosa Cavazos, motion carried 7-0.

**h) Approve Job Description**

Lauren Tice Miller moved to approve the revision of the job description for Communications Specialist to Communications and Marketing Director as presented. Seconded by Rosa Cavazos, motion carried 7-0.

**i) Approve Change Order & Substantial Completion with Diamond Everley Roofing (Shawnee Heights Elementary)**

Rena Hansen moved to approve the Change Order in the amount of \$2,400.00 for block edging and the Certificate of Substantial Completion with Diamond Everley Roofing for the Partial Re-Roofing of Shawnee Heights Elementary. Seconded by Rosa Cavazos, motion carried 7-0.

**j) Approve Substantial Completion with Diamond Everley Roofing (Shawnee Heights High School)**

Erica Price moved to approve the Certificate of Substantial Completion with Diamond Everley Roofing for the Partial Re-Roof of Shawnee Heights High School. Seconded by Rocky Busenitz, motion carried 7-0.

**7. Discussion Items:**

**a) Set Meeting for Board Goals**

The Board of Education will meet in Special Session on Tuesday August 13, 2019, at 5:30 P.M. in the Central Services Facility to discuss Board Goals for the 2019-2020 School Year.

**b) Status of the District**

District administrators and directors updated the Board of Education on activities in the various buildings.

**c) Questions/Comments from Board of Education Members**

None.

**d) Executive Session for Legal Matters**

Eric Deitcher moved that the Board of Education go into Executive Session to discuss legal matters, pursuant to the exception for matters which would be deemed privileged in the attorney-client relationship under the Kansas Open Meetings Act, and the open meeting will resume in the board room at 8:30 P.M. Seconded by Rena Hansen, motion carried 7-0.

The meeting reconvened at 8:30 P.M.

**7. Discussion Items: (cont.)**

**e) Executive Session for Negotiations**

Eric Deitcher moved that the Board of Education go into Executive Session to discuss negotiations, pursuant to the exception for employer-employee negotiations under the Kansas Open Meetings Act, and the open meeting will resume in the board room at 8:50 P.M. Seconded by Lauren Tice Miller, motion carried 7-0.

The meeting reconvened at 8:50 P.M.

Eric Deitcher moved that the Board of Education extend the Executive Session to discuss negotiations, pursuant to the exception for employer-employee negotiations under the Kansas Open Meetings Act, and the open meeting will resume in the board room at 9:05 P.M. Seconded by Lauren Tice Miller, motion carried 4-0.

The meeting reconvened at 9:05 P.M.

**f) Executive Session for Personnel**

Eric Deitcher moved that the Board of Education go into Executive Session to discuss personnel, pursuant to non-elected personnel exception under the Kansas Open Meetings Act and the open meeting will resume in the board room at 9:30 P.M. Seconded by Rosa Cavazos, motion carried 4-0.

The meeting reconvened at 9:30 P.M.

Eric Deitcher moved that the Board of Education extend the Executive Session to discuss personnel, pursuant to non-elected personnel exception under the Kansas Open Meetings Act and the open meeting will resume in the board room at 9:45 P.M. Seconded by Rosa Cavazos, motion carried 4-0.

The meeting reconvened at 9:45 P.M.

**8. Adjournment**

Rosa Cavazos moved the meeting adjourn. Seconded by Erica Price, motion carried 7-0. The meeting adjourned at 9:45 P.M.

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Eric G. Deitcher, Board President

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Joel Manzanares, Board Member

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Rocky J. Busenitz, Board Vice President

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Erica Price, Board Member

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Rosa Cavazos, Board Member

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Lauren Tice Miller, Board Member

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Renaë Hansen, Board Member

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Sara T. Hoyer, Board Clerk