

# Minutes

## SPECIAL Board of Education Meeting/WORK SESSION Unified School District No. 473, Chapman, KS 67431

March 5, 2018



Mitch Langvardt, Board President, convened the Special meeting/Work Session of the Board of Education of USD 473, Chapman, on Monday, March 5th, 2018 at 6:40 pm at the Education Center, located at 822 N. Marshall, Chapman, KS 67431

**Other Board Members Present:** Lara Strauss – Vice President, Kelly Kuntz, Dr. Todd Frieze, Brian Rock, Michael Rutz and Dr. Robert Haynes

**Others Present:** Jerry Hodson – Superintendent, Michele Sutter – Board Clerk and Randy Heller – Transportation Director

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Brian Rock made the motion to amend the Agenda by making a new #5 to be a Discussion of Job Descriptions and then moving the Adjournment to Item #6. Kelly Kuntz seconded the motion; motion carried 6-0.

Jerry and Randy presented to the BOE a District Boundry map which shows all addresses and which attendance center they are assigned to.

Jerry also typed up and presented to the Board a “USD 473 Statement of Understanding Out-of-District Status”. This new “process” outlines how USD 473 will begin accepting our OD students beginning in 2018-19, and what the parental/student responsibility will be, which includes families signing a letter of understanding for each school year they enroll. This process will begin being implemented now (after March 1<sup>st</sup> and before July 31<sup>st</sup>) and the Principals will begin their screening, prior to and along side Open Enrollment.

*(Todd Frieze entered meeting at 6:42 pm)*

*(Bob Haynes exited the meeting at 7:28 pm and returned at 7:30 pm)*

Jerry presented the Board a list of Capital Outlay items that are deemed necessary to begin partly with the 2017-18 budget funds and the remaining using the 2018-19 budget funds. This list is not set in stone as we will need to wait to see what available funds there will be and then prioritize the needs.

Mitch Langvardt wanted the BOE to decide if they should be approving Job Descriptions before they are finalized to begin hiring. After a lengthy discussion, it was decided that the Board would approve only Administrative Job Descriptions before they are finalized for use. (See BOE Policy # CG "Administrative Personnel" "Qualifications and Duties"). All other job descriptions are approved using BOE Policy # GACB.

Brian Rock made the motion for adjournment; Bob Haynes seconded the motion. Motion carried 7-0.

Meeting adjourned – 9:54 pm



Michele Sutter – Board Clerk



Mitch Langvardt - President