

# BREWSTER UNIFIED SCHOOL DISTRICT NO. 314

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## BREWSTER UNIFIED SCHOOL DISTRICT #314 SCHOOL LIBRARY/ZOOM MONDAY, FEBRUARY 19, 2024

### Roll Call to Establish Quorum:

The Board President called the January 19, 2024, regular meeting of the Brewster Board of Education to order at 6:15 p.m. in the school library.

#### Board Members:

Heather McDonald, Member	_____
Jance McKee, Member	___X___
Mike Palmer, Member	___X___
Nicolas Schroeder, Member	___X___
Kassie Selby, Vice President	_____
Sarah Starns, President	___X___
BJ Stephens, Member	___X___

#### Others Present:

Clark Coco, Superintendent	___X___
Jessica McCoy, Principal	___X___
Tarra Baumfalk, Board Clerk	___X___
Sandi Bear, Treasurer	___X___
Seth Ackerman, Patron	___X___

### Approval of Agenda with the following Additions/Changes to the Agenda:

Motion was made by Palmer and seconded by McKee to adopt the agenda as presented.  
Motion Carried: 5 for; 0 opposed.

### Open Forum

No one was present to speak under public forum.

### Recognitions/Commendations/Presentations



Sarah recognized Kim Carpenter for being selected for the February Bulldog of the Month and Hayden Warnke for being the February Bulldog Pup of the Month.

**Consent Agenda:**

- A. Approval of Minutes: January 15, 2024, Regular Meeting
- B. Approval of Financial Reports
  - 1. January 2024 Cash Summary Report
  - 2. Budget Summary of Funds
  - 3. Activity Reports
- C. Approval of Transfers –
- D. Approval of Bills –

Type	Check Numbers	Amount
February Payroll	51324 to 51339	\$94,006.77
February Bills	51298 to 51301, 51321 to 51232, 51340 to 51367	\$63,321.32

Motion was made by McKee and seconded by Stephens to approve the consent agenda items as presented. Motion Carried: 5 for; 0 opposed

**Reports:**

NKESC Report – Jance McKee

- Jance gave the Northwest Kansas Educational Service Center report.

NWKTC Report – Heather McDonald

- There was no Northwest Kansas Technical College report.

Board President Report – Sarah Starns

- Sarah reported that she is following up with options on starting a Spring garden for elementary students and is waiting for returned phone calls.

Superintendent’s Report – Clark Coco

- Salad bar is starting Monday, February 26<sup>th</sup>.
- We will be offering OSHA 10 classes through the Northwest Kansas Technical College to sophomores, juniors and seniors beginning after Spring Break.
- Clark and Jessica attended a Northwest Kansas Technical College meeting last Thursday for Brewster Schools receiving a \$10,000 grant worth of equipment. We will use the engineering instructor for NWKTC and have a facilitator onsite. The courses being offered will include 3D Printing, CNC Machines and Advanced Manufacturing. We are excited to be offering something different with a more hands on experience for our students.
- Jessica and Lynda attended a Data Analytics training where they both became industry certified to incorporate Brewster Tech within the business class.



- We currently have 4 students enrolled in online courses through Colby Community College benefiting from the scholarship they offer. In conversation, Seth Carter agreed to bring his tech staff over to set up virtual learning in our school.
- Nic Hoover went through the shop building to help us figure out an idea of renovation costs to begin grant work.
- Clark informed the board that Jessica is doing very well in her leadership roles here at Brewster.

#### Principal's Report – Jessica McCoy

- Jessica attended the FHSU Career Fair and wants to continue attending these in the future.
- We currently have 4 students in Forensics and 1 state qualifier.
- Inservice was January 19<sup>th</sup> where we will continue to strive teaching on standards and updating curriculum.
- Our long-term sub in English continues to do well.
- Tomorrow is the county spelling bee at 9:30a.m. in the south gym.
- Our make-up snow day is Friday, February 23<sup>rd</sup>.
- K-5<sup>th</sup> grade is doing a jump rope for heart where we will hold an assembly the last 15 minutes of the day to honor the top 4 or 3 and they get to choose which teacher to pie.
- Today was the 100<sup>th</sup> day of school and our second graders participated in dressing up.
- Hot hoops went well.
- Our students were given a pre-enrollment survey for classes they were interested in with the top selections being strength training, art, yearbook, carpentry, 3D printing and business entrepreneurship.

#### Grant Writer Report – Kassie Selby

- There was no grant writer report.

#### **Discussion/Action Matters:**

Seth Ackerman proposed his recommendations for handling practice and the start of the basketball season in the future for board considerations at the cooperative meeting with Winona.

Motion was made by Stephens and seconded by Schroeder to approve the 3 year contract renewal with our district's financial auditor James V Myers, CPA. Motion Carried: 5 for, 0 opposed.

Motion was made by Schroeder and seconded by Palmer to approve the life insurance renewal for the plan year 2024 beginning April 1, 2024 with Advance Life Insurance. Motion Carried: 5 for, 0 opposed.

Motion was made by Palmer and seconded by Schroeder to adopt the K.S.A. 72-3126 policy presented from the public hearing. Motion Carried: 5 for, 0 opposed.



Clark and Tarra reviewed budget numbers with the board to help them plan for future expenses and project needs of the district.

Motion was made by Stephens and seconded by McKee to approve the bid received from Colby Glass for phase 2 of the window project costing a total of \$114,815.00 where 40% will be paid out of fiscal-year 2024 and 60% will be paid out of fiscal-year 2025. Motion Carried: 5 for, 0 opposed.

Motion was made by McKee and seconded by Schroeder to approve the window coverings quote costing \$16,350.00. Motion Carried: 5 for, 0 opposed.

Motion was made by Schroeder and seconded by Palmer to approve implementing background checks for classified staff. Motion Carried: 5 for, 0 opposed.

Motion was made by Schroeder and seconded by Palmer to approve Kassie Selby and Heather McDonald as the Fonda and Alfred Moore Scholarship Selection Committee. Nicolas Schroeder will be an alternate. Motion Carried: 5 for, 0 opposed.

#### **Personnel (eligible for executive session)**

Motion was made by Schroeder and seconded by Palmer to regretfully accept the resignation of Susan Schmidt as the Kindergarten teacher at the end of the 2023/2024 school year. Motion Carried: 5 for, 0 opposed.

Motion was made by Palmer and seconded by McKee to regretfully accept the resignation of Mary Bess as the Health and Physical Education teacher at the end of the 2023/2024 school year.

Motion was made by Palmer and seconded by Schroeder to approve Jacson Clymer as the Junior High and High School Assistant Track Coach for the 2024 season. Motion Carried: 5 for, 0 opposed.

Motion was made by Starns and seconded by Palmer to go into executive session at 7:45 p.m. to discuss confidential personnel matters of non-elected individuals pursuant to the exception relating to KOMA, to include the Superintendent and Principal, and to return to the open meeting at 8:15 p.m. Motion Carried: 5 for, 0 opposed.

The board returned to the open meeting at 8:15 p.m. at which time a motion was made by Starns and seconded by Palmer to go back into executive session at 8:16 p.m. to discuss confidential personnel matters of non-elected individuals pursuant to the exception relating to KOMA, to include the Superintendent and Principal, and to return to the open meeting at 8:21 p.m. Motion Carried: 5 for, 0 opposed.

The board returned to the open meeting at 8:21 p.m. at which time a motion was made by Starns and seconded by Palmer to go back into executive session at 8:22 p.m. to discuss confidential personnel matters of non-elected individuals pursuant to the exception relating to



KOMA, to include the Superintendent and Principal, and to return to the open meeting at 8:27 p.m. Motion Carried: 5 for, 0 opposed.

The board returned to the open meeting at 8:27 p.m. at which time a motion was made by McKee and seconded by Stephens to non-renew Gregory Craig as a teacher for the 2024/2025 school year. Motion Carried: 5 for, 0 opposed.

**Future Agenda Items:**

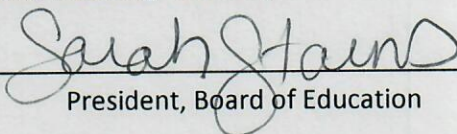
1. Board Vision (continued work)
2. Negotiations Exchange Letter March 24th
3. Draft Calendar 2024-2025

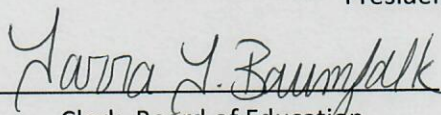
**Upcoming Events/Meetings:**

1. Make up snow day Friday, February 23rd
2. Regular Board meeting Monday, March 4<sup>th</sup>. (earlier due to spring break)
3. Spring break March 11<sup>th</sup> through March 15th

**Adjournment:**

The Board President adjourned the meeting at 8:32 p.m.

  
\_\_\_\_\_  
President, Board of Education

Attest:   
\_\_\_\_\_  
Clerk, Board of Education