



---

*Russell County USD 407 is dedicated to providing a culture of learning  
that will lead the state of Kansas in student success.*

- Goal 1:** USD 407 will improve communication from the district to the internal and external publics by May of 2022.
- Goal 2:** USD 407 will provide updated and safe facilities to meet the educational needs of students by May of 2022.
- Goal 3:** USD 407 will increase the percentage of successful high school graduates from 73% to 90% by May of 2022.
- 

|        |   |
|--------|---|
| 54-096 | <p><b>CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</b></p> <p>Raeleen Reinhardt called the USD 407 Board of Education regular meeting to order at 5:30 p.m. in the Central Administration Office Boardroom. Additional board members in attendance were Mr. Brett Mai, Mrs. Deanna Myers, Dr. Joyce Ellis, Mrs. Kathy Wallert, and Mr. Ron Wedel. Ms. Swayne led the group in reciting the Pledge of Allegiance. Mrs. Crystal Waymaster arrived later during the meeting.</p> <p>Administrators in attendance were Ms. Shelly Swayne, Superintendent; Mr. Andrew Dempewolf, Bickerdyke Elementary School Principal; Mrs. Katie Revell, Simpson Elementary School Principal; and Ms. Brenda Odgers, Special Education Director. Jordan Perez, Principal of Ruppenthal Middle School, joined the meeting via Google Meet. Mr. Joshua Stephenson, Principal of Russell High School, arrived later during the meeting.</p> <p>Cody Campbell, IT Director, and Board Clerk Jane Cline were also in attendance. Guests in the audience signed an attendance roster.</p> |
| 54-097 | <p><b>ORGANIZATION OF THE BOARD</b></p> <p><b>A. Elect President of the Board</b></p> <p>Mrs. Reinhardt opened nominations for Board President. Mr. Mai nominated Mrs. Wallert as president. Mrs. Myers nominated Mrs. Reinhardt as president. Nominations ceased and votes were cast.</p> <p>Kathy Wallert was voted in as Board President for the 2022 calendar year with four votes. Members voting for Mrs. Wallert included: Dr. Ellis, Mr. Mai, Mrs. Wallert, and Mr. Wedel. Mrs. Reinhardt and Mrs. Myers voted in favor of Mrs. Reinhardt.</p> <p>The gavel was passed from Mrs. Reinhardt to Mrs. Wallert who then took the leadership</p>   |



role and progressed through the meeting.

At 5:32 p.m., Mrs. Waymaster joined the meeting.

**B. Elect Vice-President of the Board**

Mrs. Wallert opened nominations for vice-president. Mrs. Reinhardt nominated Dr. Ellis and Mrs. Wallert nominated Mr. Mai. Nominations ceased and votes were taken.

Dr. Ellis was elected as Board Vice-President with votes from Mrs. Reinhardt, Mrs. Myers, Mr. Wedel, Mrs. Waymaster and herself. Mr. Mai abstained from voting but received a vote from Mrs. Wallert.

**C. Establish Meeting Dates and Times**

Mr. Mai read *Resolution 54-197C Regular* to establish regular meeting dates for the 2022 calendar year. Mr. Mai then made a motion to adopt the resolution as read. Mr. Wedel seconded the motion. Motion carried 7 – 0.

Discussion was held on establishing special meeting dates for the 2022 calendar year to create Board Goals updates and develop Strategic Planning/Vision.

Mrs. Reinhardt read *Resolution 54-197C Special* to establish special meetings for January through June 2022. Mrs. Reinhardt made a motion to adopt the resolution for special meeting dates as read. Mr. Mai seconded the motion. Motion carried 7 – 0.

**54-098**

**CONSENT AGENDA**

Mrs. Myers moved, and Mr. Mai seconded a motion to amend the meeting agenda to include item *54-103A Student Affairs*. Motion carried 7 – 0.

**A. Approval of Agenda**

**B. Approval of Minutes**

1. December 13, 2021 - Regular Meeting
2. December 16, 2021 - Special Meeting

**C. Examination and Payment of Bills**

1. Activity Accounts
2. Cash Summary
3. Check Journal
4. Expenditure Journal
5. Petty Cash Accounts

**D. Gift & Grants**

1. Russell High School
  - a. \$50 - Sheila Thacker - FFA/4-H Farm Project
  - b. \$100 - Gorham State Bank - FFA/4-H Farm Project
  - c. \$200 - Delta Mu Sorority - RHS Hygiene Closet
  - d. \$500 - The Bennington State Bank - FFA/4-H Farm Project
  - e. \$8,000 - High Plains Farm Credit - FFA/4-H Farm Project
  - f. \$100 - Rolling Hills Electric Company - FFA/4-H Farm Project
  - g. \$1,000 - Advantage Realty - FFA/4-H Farm Project
2. Simpson Elementary School
  - a. \$105.32 - Lifetouch Photos
  - b. \$100 - Delta Mu Sorority - Necessity Closet



|               |  |
|---------------|--|
|               | <ul style="list-style-type: none"><li>c. \$21.40 - Box Tops for Education</li><li>d. \$250 - Franc E. Wagner - Landscaping</li><li>3. Bickerdyke Elementary School<ul style="list-style-type: none"><li>a. \$100 - Delta Mu Sorority - Necessity Closet</li></ul></li><li>4. Ruppenthal Middle School<ul style="list-style-type: none"><li>a. \$500 - Kiwanis - Student Prizes for GPA Assemblies</li></ul></li><li>5. Russell County USD 407<ul style="list-style-type: none"><li>a. \$500 - Insurance Planning – Undesignated</li></ul></li></ul> <p>Dr. Ellis moved, and Mrs. Myers seconded a motion to approve the Consent Agenda as amended. Motion carried 7 – 0.</p> <p>Kevin Swayne from High Plains Farm Credit was in attendance to present the \$8,000 donation for the FFA Farm/4-H collaborative project to expand the use of the FFA Farm at Russell High School. Marcia Gier, Kansas State Research and Extension 4-H and Youth Development Agent, and Superintendent Shelly Swayne accepted the donation.</p>   |
| <b>54-099</b> | <b>PUBLIC FORUM</b><br>No one addressed the Board under this agenda item.  |
| <b>54-100</b> | <b>FY2021 AUDIT REVIEW</b><br>Randy Ford from Busby, Ford and Reimer, LLC (BFR) reviewed the 2020-2021 fiscal year audit. Mr. Wedel moved, and Mr. Mai seconded a motion to accept the Financial Statement for the 2020-2021 school year as prepared by Busby, Ford, and Reimer. Motion carried 7 – 0.   |
| <b>54-101</b> | <b>DATA DIVE - SEMESTER 1 DATA FOR ALL SCHOOLS</b><br>Building administrators provided Quarter 2 student performance reviews for their respective building. Delivery of the information was presented as a parent-teacher conference with the Board of Education. Ms. Swayne reported on behalf of Russell High School.  |
| <b>54-102</b> | <b>DISCUSSION ITEMS</b><br>Mr. Stephenson, Russell High School Principal, arrived at 6:40 p.m.<br><br><b>A. Covid Protocol Review - Gating Committee Recommendation</b><br>Mr. Wedel reviewed the COVID mitigation plans developed by the Mitigation Committee. The only difference between the two plans were the benchmarks where action could be taken. Current absentee rates were broken down between attendance centers.<br><br>Mr. Wedel made a motion to adopt Plan B as submitted by the Mitigation Committee. Mrs. Reinhardt seconded the motion. Motion carried 6 – 1. Mrs. Wallert voted in opposition.<br><br><b>B. District Calendar 2022-2023</b><br>Mrs. Myers made a motion to adopt Calendar C2 for the 2022-2023 school year. Dr. Ellis seconded the motion. Motion carried 7 – 0.<br><br><b>C. Asbestos Removal Bids - Simpson Elementary School</b><br>Only one bid was received for the asbestos abatement at Simpson Elementary School and Ruppenthal Middle School. Ms. Swayne recommended acceptance of the bid for Simpson Elementary School. Mr. Wedel asked about locking in the bid amount for asbestos removal at Ruppenthal Middle School for a future project. A response to the request will be |



presented at the January 24, 2022, special meeting.

Mrs. Reinhardt made a motion to accept the ACM Removal bid for asbestos removal at Simpson Elementary School in the amount of \$62,650. Mrs. Myers seconded the motion. Motion carried 7 – 0.

**D. December 15 Storm Update and Discussion**

Ms. Swayne shared storm damage updates as an official inclusion to the packet. Ms. Swayne addressed questions related to the storm damage incurred and reported the damaged buses will be reinspected by Kansas Highway Patrol prior to putting the buses back in service. Mr. Mai recommended relocating the bus barn should it be rebuilt because the ground grade is not correct as there was significant water damage to the bus barn as water was draining into the facility.

**E. Early Childhood Educational Planning**

Mrs. Revell introduced discussions taking place for serving future students at Simpson Elementary School. Planning strategies for the early childhood and kindergarten populations were outlined. Mrs. Revell requested direction from the Board at the February regular meeting. Discussion followed where Mr. Wedel requested additional costs associated with the proposed changes and feedback from the staff's point of view.

**F. Board Policy Handbook Revisions - KASB Recommendations - 1st Reading**

The Kansas Association of School Boards (KASB) December 2021 policy update recommendations were presented for a first reading. Formal approval will be requested at the February 14, 2022, meeting.

54-103

**ADMINISTRATIVE REPORTS**

**A. President of the Board** – No report was given.

**B. Superintendent**

Mr. Mai requested Mr. Duden research the possibility of hiring a first-year student attending NCK Technical College to assist with the LED switch outs at Ruppenthal Middle School and Russell High School.

**C. Building Principals**

No additional information was shared outside of the Data Dive agenda item.

**D. Special Education Director**

Mrs. Odgers briefed the board on upcoming events and modifications made within the special education environment.

**E. Activities Director**

Mr. Stephenson highlighted student achievements and briefed the board on activities taking place at Russell High School.

**F. Food Service Director**

Inquiries were made on expected dates for the feasibility studies requested from food service management vendors. Ms. Swayne reported the dishwasher in need of replacement is awaiting certified personnel to complete the installation.



|                |   |
|----------------|---|
|                | <p><b>G. Technology Director</b><br/>Mr. Campbell reported Nex-tech technicians were on site to check on the electronic door access issues and noted the Nex-tech equipment is not the culprit. Door hardware appears to be causing problems and needs to be replaced. Consensus of the board was to move forward with needed updates.</p> <p><b>H. Legislative Report</b><br/>Mrs. Wallert highlighted a list of bills affecting education during the 2022 legislative session. Mrs. Wallert also reported that she will not be attending the Washington DC conference due to health issues.</p>   |
| <b>54-103A</b> | <p><b>STUDENT AFFAIRS</b><br/>At 8:13 p.m., Mr. Mai made a motion to enter executive session to discuss student affairs pursuant to the Kansas Open Meetings Act (KOMA) for matters favorably or unfavorably affecting a person as a student with the meeting resuming the boardroom at 8:23 p.m. Mr. Wedel seconded the motion. Motion carried 7 - 0. Ms. Swayne was invited into executive session.</p> <p>Open session resumed at 8:23 p.m. Mr. Mai moved, and Mr. Wedel seconded the motion to re-enter executive session to discuss student affairs pursuant to the Kansas Open Meetings Act (KOMA) for matters favorably or unfavorably affecting a person as a student with the meeting resuming the boardroom at 8:33 p.m. Motion carried 7 - 0. Ms. Swayne was invited into executive session.</p> <p>Open session resumed at 8:33 p.m. No action was taken. Mrs. Wallert and Mrs. Myers stepped out of the meeting room.</p>                                |
| <b>54-104</b>  | <p><b>NEGOTIATIONS 2022-2023</b><br/>At 8:38 p.m., Mr. Mai made a motion to enter executive session to discuss negotiation items pursuant to the Kansas Open Meetings Act (KOMA) for the protection of employer/employee negotiations, with the open meeting resuming in the boardroom at 8:53 p.m. Mr. Wedel seconded the motion. Motion carried 5 – 0. Ms. Swayne was invited into executive session. Mrs. Wallert and Mrs. Myers rejoined the meeting prior to the start of the executive session.</p> <p>Open session resumed at 8:53 p.m. Mr. Mai made a motion to enter executive session to discuss negotiation items pursuant to the Kansas Open Meetings Act (KOMA) for the protection of employer/employee negotiations, with the open meeting resuming in the boardroom at 9:03 p.m. Mr. Wedel seconded the motion. Motion carried 7 – 0. Ms. Swayne was invited into executive session.</p> <p>Open session resumed at 9:03 p.m. No action was taken.</p> |
| <b>54-105</b>  | <p><b>REVIEW/EVALUATION OF NON-ELECTED PERSONNEL</b><br/>At 9:05 p.m., Mrs. Reinhardt made a motion to enter executive session to discuss staff performance pursuant to the Kansas Open Meetings Act (KOMA) for the protection of personnel reviews, with the open meeting resuming in the boardroom at 9:20 p.m. Mr. Mai seconded the motion. Motion carried 7 – 0. Ms. Swayne, Mrs. Revell, Mr. Dempewolf, Mr. Stephenson, and Ms. Odgers were invited into executive session. Mr. Perez joined executive session via Google Meet.</p>  |



|        |   |
|--------|---|
|        | <p>Open session resumed at 9:20 p.m. Mr. Wedel made a motion to re-enter executive session to discuss staff performance pursuant to the Kansas Open Meetings Act (KOMA) for the protection of personnel reviews, with the open meeting resuming in the boardroom at 9:37 p.m. Mr. Mai seconded the motion. Motion carried 7 – 0. Ms. Swayne, Mrs. Revell, Mr. Dempewolf, Mr. Perez, Mr. Stephenson, and Ms. Odgers were invited into executive session.</p> <p>Open session resumed at 9:37 p.m. Mr. Perez disconnected from the meeting. Mr. Mai made a motion to re-enter executive session to discuss staff performance pursuant to the Kansas Open Meetings Act (KOMA) for the protection of personnel reviews, with the open meeting resuming in the boardroom at 9:58 p.m. Mr. Wedel seconded the motion. Motion carried 7 – 0. Ms. Swayne was invited into executive session.</p> <p>Open session resumed at 9:58 p.m. No action was taken.</p>  |
| 54-106 | <p><b>STAFFING 2021-2022</b></p> <p>At 10:00 p.m., Mr. Mai made a motion to enter executive session to discuss retirements, resignations, and contracts pursuant to non-elected personnel exception under the Kansas Open Meetings Act (KOMA), with the open meeting resuming in the boardroom at 10:10 p.m. Mrs. Reinhardt seconded the motion. Motion carried 7 – 0. Ms. Swayne was invited into executive session.</p> <p>Open session resumed at 10:10 p.m. No action was taken.</p>  |
| 54-107 | <p><b>RETIREMENT, RESIGNATIONS, AND CONTRACTS</b></p> <p>Mr. Mai made a motion to approve the following retirement, resignation, new contracts, and contract modification:</p> <p><b>A. Retirement</b></p> <ol style="list-style-type: none"><li>1. Dwight Windle - Industrial Arts Technology Teacher at Ruppenthal Middle School</li></ol> <p><b>B. Resignations</b></p> <ol style="list-style-type: none"><li>1. Miranda McCutcheon - Asst. Volleyball Coach at Ruppenthal Middle School</li></ol> <p><b>C. New Contracts</b></p> <ol style="list-style-type: none"><li>1. Chelsey Figge - Concession Stand Supervisor for Russell High School</li><li>2. Shelley Schlyer - Scholars Bowl for Ruppenthal Middle School</li><li>3. Gaylon Walter - Interim Activities Director for Russell High School</li><li>4. Nikki Wiggins - Building Leadership Team for Bickerdyke Elementary School</li></ol> <p><b>D. Contract Modifications</b></p> <ol style="list-style-type: none"><li>1. Denise Parr – 2022-2023 Leave of Absence</li></ol> <p>Mr. Wedel seconded the motion. Motion carried 7 – 0.</p> |
| 54-108 | <p><b>BOARD FORUM</b></p> <p>Ms. Swayne reported there will be future agenda items to update Strategic Planning and Goals for 2022.</p>   |



Mr. Mai requested in-town after school bus routes be studied for feasibility. Mr. Mai also requested Mr. Stephenson and Mr. Perez work together to survey students in grades 7 through 11 to determine which career tech education programs they would be interested in pursuing.

Mrs. Reinhardt was thanked for serving as Board President for the previous 4 years. New members were welcomed to the Board of Education. With January being School Board Appreciation Month, Ms. Swayne provided certificates to each board member.

**54-109**

**ADJOURNMENT**

Mrs. Wallert adjourned the meeting at 10:15 p.m.

Kathy Wallert, Board President

Date

Jane Cline, Board Clerk

Date