



LIONS ROAR

USD 405 STAFF NEWSLETTER

DECEMBER 20, 2011

From the Superintendent . . .

Governor's School Funding Plan

Presently, the Base State Aid per Pupil (BSAPP) is \$3,780. The Governor's plan proposes a BSAPP of \$4,492. How come that's not good news? The current system allows for weighted formulas for certain items such as transportation, at-risk students, English Language Learners(ELL), low enrollment, etc. This present funding formula was written to account for the varied student groups that make each school district different. The proposed formula does not account for any of these items. Districts with high at-risk and ELL populations will not receive the financial assistance needed to benefit this population. The proposal allows local school districts to raise their Local Option Budgets to an unlimited level. This puts the onus on local districts to pass on the state's responsibility to the local level. This will create an issue with equity as students will benefit educationally because of their zip code. This new formula creates an unfair equity issue for the students living in low wealth communities.



The political forces are claiming an increased Base State Aid per Pupil is complying with the Montoy court case of several years ago. The term "Hold Harmless" is being bandied about as if this is a win-win. The term is being used in explanation that no districts will have less money than the 2012-2013 school year funding. We all must be aware that harm has already been done and this system does nothing to improve funding for our students.

The present funding formula was designed to create equity for the varied needs of the state's school districts in 1992. The Base State Aid per Pupil in 1992 was \$3,600. This year the BSAPP is \$3,780. Dale Dennis, KSDE assistant commissioner, informed a group of superintendents recently that a study of BSAPP compared with the consumer price index is astonishing. If the BSAPP increased just using the consumer price index from 1992 (\$3,600) to 2011 the BSAPP should be \$5,800. Funding has not kept up with student needs and this new formula is the antithesis of progress.

Energy Conservation Guidelines

Rice County secured a grant to hire an energy manager for almost three years to assist USD 405-Lyons, USD 376-Sterling, The City of Lyons and Rice County. The superintendents of both districts and the city and county representatives meet monthly to discuss energy conservation. Energy guidelines have been recommended for each entity. I have had the building principals and our two custodians

most responsible for our building's heating, ventilation and air conditioning look at these closely. There were some minor changes suggested from these groups. The USD 405 Board of Education approved these guidelines at their December meeting. USD 405 is constantly striving to find methods to assist our budget and with total cooperation this plan should assist in that endeavor. The energy conservation guidelines are shown on pages 4-6.

BUSINESS OFFICE NEWS...

January Board of Education Meeting



The January Board of Education meeting will be held at the Frisbie Education Center (FEC) on Monday, January 9, 2012. The meeting will begin

at 5:30 p.m.

The Board of Education highlights from the December 12 meeting are posted in the buildings and are on the district website (www.usd405.com) under Board of Education Minutes.

Winter Break Timesheet Reminder

All KPERS covered classified staff receive holiday pay for Christmas Eve, Christmas, and New Year's Day.

Monthly classified employees have three paid holidays during the Winter Break. Please enter your "contracted hours" on December 23, December 26, and (on the next timesheet) December 30. Please enter the number of hours shown on your contract on your timesheet in the "Temp, Vac, Holiday, Misc." column for holidays.

Full-time classified employees have four paid holidays and will need to enter the holidays, temporary leave, vacation time, and hours worked depending on their schedules.

TSA Changes Reminder

Do you want to make changes to your TSA? You must contact your agent and complete the required paperwork so that it can be sent to Bay Bridge Administrators. Please contact Marsha if you would like to make any changes. The change must be reflected on our bill before the correction can be made on your paycheck.

FEC Winter Break Hours

The Frisbie Education Center (FEC) business office will be closed December 23 through January 1. If you would like to schedule an appointment, please call in advance (257-5196).

Upcoming 2011 Holidays

Martin Luther King Day is a designated holiday for 12-month "full-time" employees. Page 11 of the 2011-2012 Classified Handbook states: "All holidays shall be observed on the date designated by state or federal law. However, if that day is a contracted teacher day, the designated day shall not be considered a holiday, and a day of vacation will be given to the 12-month employee."

Fuel Tickets

If you fuel a school vehicle, **please turn in gas tickets** to the FEC immediately. Be sure to write the activity you attended on your receipt. Tickets must be matched to the billing statement prior to payment.

Incident Weather

In the event of severe weather conditions, the following television and radio stations will be contacted:

KWCH Channel 12 KSNC Channel 03
KAKE Channel 10 KSAL-1150 AM
KFDI-1070 AM 101.3 FM KHUT-FM 102.9
KSKU/KGGG-106.1 FM/97.1 FM
KHMY-FM 93.1

School closing or delayed start decisions will be made as soon as all pertinent facts have been evaluated. The notice will be issued prior to 7:00 a.m. each morning. If possible, a decision will be reached the preceding night. You will be contacted by using School Reach, the one-call phone system. **Please contact the Frisbie Education Center (FEC) if your phone number has changed.**

Please turn in all timesheets, mileage, and reimbursement forms **BEFORE** you leave for Winter Break.

BUSINESS OFFICE NEWS (cont.)...

KPERS Retirement Letters

Letters have been sent to employees who are eligible to receive full KPERS benefits at the end of the current school year. If you feel you qualify for KPERS retirement and have not received a letter, please contact Jessica at the Frisbie Education Center (257-5196, Ext 153).

You qualify for full KPERS retirement benefits if:

Tier 1 Employees

- you have 85 points (your age plus years of KPERS service), or
- you are 62 years old with at least 10 years of KPERS service, or
- you are 65 years old with at least 1 quarter of service.

Tier 2 Employees

- you are 65 years old with at least 5 years of service, or
- you are 60 years old with at least 30 years of service

You qualify for USD 405 retirement benefits if:

- you are currently an employee of USD 405 and
- you are eligible for full KPERS retirement benefits and
- you are a classified employee and have a minimum of 15 years of employment with USD #405 or;
- you are a certified employee and have a minimum of 12 years of employment with USD #405

Additional retirement information is found on pages 15-18 in the Classified Handbook, and pages 28-31 in the Professional Negotiations Agreement.

KPERS Changes from Study Commission

(The following information was received from KPERS)

Last session the Legislature passed HB 2194, creating benefit and contribution changes for members and employers to address KPERS' long-term funding shortfall. Part of the legislation required

a KPERS Study Commission to study pension plan design and report to the Legislature.

We wanted to provide you with information about the Commission's recommendations this week.

Please keep in mind that the Commission is just one step in the process. The Legislature would need to pass new legislation to make any changes beyond what was passed last session with [HB 2194](#).

Current Vested Members: Recommendations included no retirement benefit changes beyond what was already included in [HB 2194](#) last session.

Current Non-Vested Members and New Hires: The Commission is recommending a new tier 3 retirement plan with two elements:

1. 6% employee contributions to a defined contribution plan similar to a 401(k)
2. Employer contributions based on employee service to a cash-balance like plan that pays a lifetime annuity benefit at retirement

Each employee would have both elements.

This would affect any current members who are **not** vested on the effective date. We don't have any other details yet.

Other Commission Recommendations:

- Require employers to make the full actuarial contribution
- Eliminate service purchases in the future
- Move all legislators to the new tier 3 plan
- Suggest the legislature consider pension obligation bonds for the unfunded liability

Important: This is just a recommendation. Legislation would need to pass for this to take effect. Final legislation could look like it does now, have different changes or not pass at all.

We will continue to provide you information as we move through the process in the coming months. KPERS will be here as a trusted partner to help you navigate any benefit changes from the Legislature. www.kpers.org

Simplify—Have Your Payroll Check Deposited Automatically For You

Would you like the satisfaction of not having to worry about your pay check getting lost in the mail, making a trip to the bank, or not receiving it due to the FEC being closed because of inclement weather? We can help! Direct deposit forms are available at the Frisbie Education Center (FEC). You may also contact Marsha Huggans by phone at 257-5196, Ext. 123 or email her at mhuggans@usd405.com.

TRANSPORTATION NEWS...

Take Care of Your Vehicle

by Robert Schaller

from Greg Konda, Transportation Director

If you are not mechanically inclined, there may not be much you can do to check the brakes. You can check your fluid reservoir (if you don't know where it is, have someone who does show you). Brake fluid levels don't usually change much so a sudden change in fluid level is a red flag. You should have your brakes checked regularly since preventive work can save you money in large quantities. Let your brake pads wear down too far, and they not only won't stop you when needed, but they'll carve trenches into your rotors, and rotors are not cheap to replace.

Don't scrimp to save money on tires or brakes; buy quality tires you can count on and don't let anyone install cheap brake parts. Your life depends on them. Last weekend, I passed by the wreck of a vehicle on US93, near Wickiup, Arizona. The vehicle had suddenly left the road to the right, cart-wheeled and exploded. It literally burned to the ground. I don't know why the crash occurred, but it's certainly possible it could have been brake or tire related, or both. If you lose braking ability or traction, you are no longer in control.

Check your coolant level. Make sure you have the cooling system serviced according to the manufacturer's schedule. Like many others, I once thought the service interval for cooling system maintenance was "optimistic." I thought my mechanic was "optimistic" about making money because I would stick to the manufacturer's recommended service plan. Here's the lesson I learned: if you let your cooling system go too long without service, the coolant loses its alkaline nature and becomes more acid. Guess what "more acid" does to your engine parts? My failure to adequately service my cooling system (involving two or three service appointments at about \$50 each over 100,000 miles) led to a more than \$1000 repair bill later. I thought I was saving money, but my water pump, thermostat, radiator and heater core, as well as all the hoses, had to be repaired or replaced. A simple flush and fill every two years would have prevented most of that damage. Your mechanic says, "Pay me now, or pay me more later."

Listen to the sounds your vehicle makes. They will often tell you when things are going wrong. A metallic scuffing sound (and feel) underneath your foot can mean your brake pads are worn and metal parts are scraping on those expensive rotors.

Clanking and rattling can mean you have a steering problem. Whirring or shrieking noises under the hood can mean you're about to lose a water pump, a power steering pump, or maybe a belt. Ratcheting noises while turning may mean that your CV struts are about to go. When you hear a noise, get it checked. Waiting to see what happens next can mean lots of extra dollars spent, not only for towing, but quite often, an early repair means LESS needs to BE repaired.

Check the oil, and make sure you keep good quality, fresh oil in the vehicle, at LEAST as often as the manufacturer requires. I don't use the most expensive oil out available, but I use the grade specified by my owner's manual and I make sure it meets the rating required -- SG, SH, whatever the maker says you need. The letter grades are printed on the oil bottle label. You should always use the correct grade or higher (SJ is later than SG, for example).

Pay attention to your car's needs—and it will take you where you want to go on your road trip—safely!

From the Superintendent (cont.)...

Energy Conservation Guidelines

The following guidelines are to be followed by all employees of The USD 405 Lyons. The success of the Energy Conservation Program depends upon the support and cooperation of all parties involved including teachers, support staff and students. Obviously, it is impossible to maintain equal temperatures in all rooms. If the temperatures should fall outside of the specified range, the administrative staff at the site should contact the supervisor of maintenance for assistance.

Space Temperatures

1. Space temperatures in all USD405 buildings will be maintained at a high of **68F to 72F** during the heating season and a low of **74F to 77F** during the cooling season. Maintenance Department employees will adjust heating and cooling systems within each building if winter temperatures for any space falls below 68F and if summer space temperatures exceed 77F for any given space. This means that all spaces should consistently fall within the established range. Setback temperatures should be 10F higher for the cooling season and 10F lower for the heating season.
2. During official school breaks or holidays (and the weekend immediately following or preceding the break or holiday) building temperatures shall be allowed to drop to **60F** during the heating season or rise to 85F during

Energy Conservation Guidelines (Cont.)

the cooling season. Special consideration will be given to environmentally critical areas (i.e. Computer Labs).

3. The heating or cooling systems will be turned on each morning early enough to allow school buildings and administrative buildings to reach proper temperatures by 8:00 a.m. on regular operating days.
4. All electrical equipment and appliances will be turned off or placed in "standby" mode whenever possible. Only network equipment may remain on at all times.
5. Any use of school buildings by outside organizations or individual persons after the close of the school day is to be governed by Board policy and regulations.

Determination of Room Temperature

1. Reasonable accuracy of room temperatures will be maintained in all spaces. Tampering with the thermostats will not be permitted. Temperatures may be manually measured as an option.
2. Room temperatures may be determined from temperature readings of a thermometer. Conditions for gathering temperatures are as follow:
 - To measure within 24 inches of the thermostat.
 - To take average readings 24 inches from center of each outside wall and at the center of the room.
 - To take measurements at the center of the room if no outside walls exist.
 - To take all measurements at thermostat height (4 feet).
3. Where a single thermostat controls more than one room, the temperature will be measured in the room with the thermostat. Adjustments will be made to the temperatures using the average temperature for the particular zone.

Computers and Peripheral Equipment

1. All computers **and peripherals** will be powered off (**for example**, monitors, computers, **printers, copiers and scanners**) at the end of the regular work day.
2. Classroom computers that will not be used for any extended period of time (1 hour or more) will be powered off (monitor and computer).
3. Office personnel should be diligent in managing energy use on their computers. If the computer will not be used in the next hour, it should be turned off.

The following recommendations come from the district Technology Department:

1. **Turn off your computer:** Computers are designed so that frequent shut downs will not significantly affect them. In fact, turning off a system saves energy and may prolong the life of your computer.
2. **Turn off your monitor:** Remember to ALWAYS turn off your monitor at night and when it is not being utilized. Even if you have power management enabled for your monitor, leaving a monitor on all night uses significant electricity. If you need to leave your computer running for the day, consider turning off your monitor when you are in meetings or away for lunch.

Portable Electric or Fuel Heaters

1. **Portable electric or fuel heaters are not recommended.**

Lighting in all spaces

1. Lights will be turned off in any unoccupied space. If sufficient daylight is available lights should not be used (i.e. gym and dining room lights). The state guideline for foot-candles will be the standard used.

Domestic Hot Water

1. Generally hot water will be supplied to lavatories in public restrooms. Where hot water is supplied, laboratory sinks, custodial sinks, etc., will be heated no higher than **120F**. (Higher temperatures will be allowed as required by the Health Department.)

Auxiliary Fans

1. Ventilating or freestanding fans may be used at any time to increase comfort levels within a space.

Athletics-Outside Sporting Events

1. Lights for sporting events will be kept to a minimum as decided by the athletic director. Parking lot lights and streetlights instead of stadium lights will be used to maximize the safety of athletes and spectators.

Athletics-Irrigation of Fields

1. Irrigation standards generally state that one should not irrigate more than 1 inch of water per week.
2. Irrigation cycles will be adjusted for natural rain.

Athletic-Concession Stands or Gymnasiums

1. The District must approve any appliances added to concession stands. During off-season, all appliances will be disconnected.
2. Gymnasiums being used for instructional programs will follow regular school guidelines.

Energy Conservation Guidelines (Cont.)

Auditoriums

1. Lights, heating, and air conditioning will only be used if classes or school programs are scheduled.

Outside Lighting

1. Outside areas will be lit to state standards.

School Signs

1. School signs should be controlled by timers. It is a waste of energy for a school sign to be on at 3:00 a.m. and it makes a wasteful impression to the public.

Food Service Hood Systems

1. Hood systems will not be turned on unless actually cooking.

Food Service Equipment

1. Equipment will be operated in an efficient manner (i.e. preheating only for required amount of time prior to cooking) and turned off immediately after cooking is complete.

Food Service Equipment Purchases

1. Equipment purchased shall be energy efficient.

Food Service-Summer

1. Walk-in coolers not being used for summer programs should be turned off and opened for aeration.

Alterations To Buildings

1. Finished colors should enhance light levels. The administrators shall approve any alteration to finishes within the building.

Summer School

1. The prospective summer school site(s) director(s) shall coordinate with the administrators to determine which areas or zones of the facility would best serve the purpose of the program.

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Merry Christmas
from the
Frisbie Education Center Staff