

UNIFIED SCHOOL DISTRICT NO. 467
WICHITA COUNTY
LEOTI, KANSAS

Meeting Time and Place

1. The Board of Education of Unified School District #467, Wichita County, Kansas met in regular session at 7:00 p.m., Monday, July 12, 2021 at the Board of Education office in Leoti, Kansas.

People Present

2. Members present were: Brian Gerstberger, Tammy Simons, Ann Wiles, Josh Young, and Brandon Whalen.

Also present were: Superintendent, Lori Maxwell; Clerk, Tammy Mason; WCES Principal, Brant Douglas; and Guests: Sara Brown, Joy Brown, and Jesse Harbrige.

Approved Consent Agenda

3. Brandon Whalen called the meeting to order at 7:00 p.m. After the Pledge of Allegiance, Josh Young motioned and Ann Wiles seconded to approve the consent agenda, with addition of item H. and changing the adult lunch prices to reflect no change from the previous school year, consisting of:
 - A. Agenda for the meeting.
 - B. Minutes for the June 14, 2021 meeting.
 - C. Payments of bills and payroll.
 - D. Personnel Actions:
 1. Appointment of Clerk: Tammy Mason is recommended.
 2. Appointment of Treasurer: Teresa Ricke is recommended.
 3. Appointment of a Deputy Clerk: Nayeli Garcia is recommended.
 4. Approve a contract with Christina Baber, Summer Drivers' Ed teacher.
 5. Approve offering a full-time contract to Tori Koehn to teach at the JSHS.
 6. Approve the hiring of Tiffany Wilbur as the head JH volleyball coach.
 - E. Approval of summer weights supplemental for Bryce Nickelson, Wesley Cooper, Sara Brown, and Phillip Weilert.
 - F. Approve the Classified Handbook and Substitute Handbook for 2021-2022.

- G. Approve changing the schedules in all handbooks to reflect the 10 minutes added to each day affecting times for arrival, supervision, duty day, breakfast, and bells.
- H. Approve a fundraiser for the high school football, boys' basketball, and girls' basketball teams to hold a golf tournament on July 24, 2021.
Motion passed 5-0.

Resolutions

- 4. Brian Gerstberger motioned and Tammy Simons seconded to approve Resolutions 2022-01 through 2022-09:
 - A. Resolution No. 2022-01 concerning the Treasurer.
 - B. Resolution No. 2022-02 concerning meeting dates of the Board.
 - C. Resolution No. 2022-03 concerning depository of funds.
 - D. Resolution No. 2022-04 concerning waiver of requirements of fixed assets accounting practices.
 - E. Resolution No. 2022-05 concerning activity funds.
 - F. Resolution No. 2022-06 concerning early payment of bills to avoid penalties and/or take advantage of early discounts and the reimbursement of expenses incurred for extracurricular activities.
 - G. Resolution No. 2022-07 concerning establishing home rule by the Board of Education.
 - H. Resolution No. 2022-08 requiring teaching of Constitution on September 17 as required by Federal law as a condition of receipt of Federal funding.
 - I. Resolution No. 2022-09 concerning Adopting the Kansas Homeland Security Region C Hazard Mitigation Plan which will allow USD 467 to be eligible for funding opportunities in the event a mitigation grant is awarded.
Motion passed 5-0.

Petty Cash Limits

- 5. Tammy Simons motioned and Josh Young seconded to approve setting the Petty Cash limits for each of the District's activity funds: WCES=\$300; WCJSHS=\$1,500; Board Office=\$1,000. Motion passed 5-0.

Designated Newspaper

- 6. Brian Gerstberger motioned and Brandon Whalen seconded to approve the Wichita County Native Sun as the newspaper for legal publications: To be so designated, the newspaper must be published at least once weekly within the boundaries of the school district. Motion passed 5-0.

Designation of Non-Elected Personnel

- 7. Josh Young motioned and Ann Wiles seconded to accept the recommended persons for designation of non-elected personnel to satisfy state and federal requirements:
 - A. Each building principal to serve as the school official to report truancies for students who should be attending their respective attendance center for the 2021-22 school year.
 - B. Lori Maxwell as the purchasing agent for the school.
 - C. Tammy Mason as the food service representative.
 - 1. Approval of the School Food Service Program Agreement, Certificate of Authority/Application for Participation, and Procurement Plan.
 - D. Delbert Schmidt as the hearing officer for free and reduced price meal applications.
 - E. Lori Maxwell as the USD 467 Civil Rights Compliance Officer.
 - F. Tammy Mason as Designated Agent for Kansas Public Employees Retirement System with Teresa Ricke as alternate signer.
 - G. Each building principal as custodian of activity account receipts.
 Motion passed 5-0.

Lunch and Breakfast Prices

- 8. Brian Gerstberger motioned and Tammy Simons seconded to approve the recommended lunch and breakfast prices for the 2021-2022 school year:
 - Student K-6; lunch \$2.70, breakfast \$1.40
 - Student 7-12; lunch \$3.10, breakfast \$1.70
 - Adult Meal; lunch \$4.00, breakfast \$2.30
 Milk to be determined after bids are received on Friday, July 23rd.
 All USD #467 student meals are free per the Seamless Summer option for the 2021-2022 year. Motion passed 5-0.

Book Rental Fees

9. Brandon Whalen motioned and Brian Gerstberger seconded to approve the book rental and other fees as presented for the 2021-22 school year. The fees are as follows: Preschool qualifying for At-Risk \$285.00 if paid in full at enrollment or \$315.00 (\$35.00/month August thru April includes daily milk); Preschool not qualifying for At-Risk \$575.00 if paid in full at enrollment or \$630.00 (\$70/month August thru April includes daily milk); Preschool Supply Fee \$25.00; Grades K-6 \$50 includes workbooks; Grades 7-8 \$60.00 includes workbooks; Grades 9-12 \$60.00 does not include workbooks; Grades 7-12 \$35.00 technology fee; Summer Drivers Ed for in district students \$100.00, and for out of district students \$200.00. Motion passed 5-0.

Substitute Teacher Pay

10. Josh Young motioned and Brandon Whalen seconded to approve the substitute teacher pay at \$110 per day for fully licensed substitutes and \$90 per day for emergency licensed substitutes. Motioned passed 5-0.

Summer Projects Update

11. Superintendent Maxwell updated the Board on the buildings.
 - A. The elementary school cafeteria dome is painted. The first two layers of leveling compound have been completed. The floor needs to be ground off and flooring installed.
 - B. Andy Fahrmeier will have a final completion punch list available by July 27th.
 - C. The Jr. Sr. High school has had most of the old materials removed from the roof that are being repaired/replaced except for a few small areas.
 - D. There were several leaks over the weekend from the rain. Superintendent Maxwell walked through the buildings and marked those areas and made the construction managers aware.
 - E. One classroom on the East side of the Jr./Sr. high school still has some water and it is not clear if it is from the roof or from an unknown area.
 - F. The roof will begin to have the final tar and gravel.
 - G. There is no delivery date as of now for the new windows.

H. The doors that are being replaced will be ordered at the end of the month.

Grow & Learn MOU

12. Superintendent Maxwell presented the MOU for the Grow & Learn Childcare Center. Discussion was held. Josh Young motioned and Ann Wiles seconded to approve the MOU as presented. Motion passed 4-1, with Tammy Simons abstaining due to conflict of interest.

2021-22 Annual Cooperative Agreement for Concurrent Enrollment at GCCC

13. Brain Gerstberger motioned and Josh Young seconded to approve the 2021-2022 Annual Cooperative Agreement for Concurrent Enrollment with Garden City Community College. Motion passed 5-0.

Budget Update

14. The County Clerk provided the Revenue Neutral Rate of 19.727% and USD #467 general fund tax rate is 20%. The district is required to notify the County Clerk by July 20th if the rate will exceed the RNR. Discussion was held. The District will notify the County Clerk that the rate will exceed the RNR.

15. The final payment of the HVAC lease will be paid off as of Tuesday, July 13th.

16. A final amount of \$141,289.00 remained in the General Fund for the 2020-2021 school year. The General fund must have an ending balance of zero. Therefore, \$41,289.00 was transferred to Special Education and \$100,000 was transferred to Capital Outlay for the 2021-2022 school year.

17. Due to the construction project, the capital outlay overspent by \$103,000. The State is aware and it will be considered a budget violation without a penalty.

18. The budget program from the state has been released. Ms. Maxwell and Mrs. Mason are currently working on the budget and will present it at the July 26, 2021 board meeting.

KASB Policy Updates

19. Superintendent Maxwell presented the following KASB policy revisions as recommended for Board approval: DC Budget; DFAC; EE; GAAC; GAACA;

GAF; IDAA; JDD; JDDC; JGEC; and JGECA. Tammy Simons motioned and Brian Gerstberger seconded to approve the recommended KASB policy revisions as presented. Motion passed 5-0.

WCES Shoe Policy

20. Discussion was held on the proposed WCES shoe policy change for physical education. The Board will table until the next meeting. The policy will be decided on prior to the beginning of the 2021-2022 school year.

Title I Parent Involvement Policy

21. The Title I Parent Involvement Policy was presented. Discussion was held. Brian Gerstberger motioned and Brandon Whalen seconded to approve the Title I Parent Involvement Policy. Motion passed 5-0.

White Activity Bus

22. Superintendent Maxwell asked the Board to consider selling the white activity bus as it is no longer used on a regular basis. Discussion was held. Tammy Simons motioned and Josh Young seconded to sell the white activity bus. Motion passed 5-0.

Athletic Update

23. Brant Douglas, WCES Principal and WCJH AD presented updates for the athletic department. They are currently trying to schedule two more Junior High football games for the 2021-2022 season.

Superintendent's Report

24. A. Superintendent Maxwell asked for clarification on the building use policy in regards to using the school cafeteria. The current policy charges individuals or groups for usage and requires a trained staff member be on duty and paid by the individuals or groups that are renting the kitchen. The Board discussed and directed Superintendent Maxwell to follow the policy as written for all individuals and/or groups.
B. The Symmetry gas bill legal action will be finalized within the next fourteen days. The KJUMP group and Symmetry have settled on paying half of the billed cost.
C. Superintendent Maxwell presented the Trane annual contract. It is the final year of the five year contract as approved previously.

Executive Session for Personnel

25. Brian Gerstberger motioned and Ann Wiles seconded to enter into executive session with Ms.

Maxwell and Mrs. Joy Brown present to discuss matters adversely or favorably affecting non-elected certified and classified staff pursuant to non-elected personnel exception under KOMA. The matters affecting the non-elected certified and classified staff members is their performance and employment. The Board will return to open session in the board room at 8:25 p.m. Motion passed 5-0. Joy Brown exited the executive session at 8:16 p.m.

26. The meeting returned to open session at 8:25 p.m. No action was taken.

Executive Session for Personnel

27. Ann Wiles motioned and Brian Gerstberger seconded to enter into executive session with Ms. Maxwell and Mr. Douglas present to discuss matters adversely or favorably affecting non-elected certified and classified staff pursuant to non-elected personnel exception under KOMA. The matters affecting the non-elected certified and classified staff members is their performance and employment. The Board will return to open session in the board room at 9:26 p.m. Motion passed 5-0.

28. The meeting returned to open session at 9:26 p.m. Josh Young motioned and Brian Gerstberger seconded to approve hiring the classified, bus drivers, supplementals, and fall coaches as presented for the 2021-2022 year. Motion passed 5-0.

Executive Session for Personnel

29. Josh Young motioned and Ann Wiles seconded to enter into executive session with Ms. Maxwell and Mr. Douglas present to discuss matters adversely or favorably affecting non-elected certified and classified staff pursuant to non-elected personnel exception under KOMA. The matters affecting the non-elected certified and classified staff members is their performance and employment. The Board will return to open session in the board room at 9:38 p.m. Motion passed 5-0.

30. The meeting returned to open session at 9:38 p.m. Ann Wiles motioned and Josh Young seconded to approve the two additional classified changes to salaries as presented. Motion passed 5-0.

Adjournment

31. Brandon Whalen officially adjourned the meeting at 9:39 p.m.

Brandon Whalen, Vice-President

Tammy Mason, Board Clerk

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