

UNIFIED SCHOOL DISTRICT NO. 343
BOARD OF EDUCATION MINUTES
July 11, 2016

Minutes of the regular meeting held on July 11, 2016 at 6:32 p.m. in the Administration Office.

Members Present: Travis Daniels, Tiffany Ball, Gene Barrett, Traci Eddy, DeAnn Hupe Seib, Jenny Morgison

Members Absent: Matt Erickson

Also Present: JB Elliott, Superintendent; Josh Woodward, Director of Curriculum & Instruction; Sandy Gantz; Justin Dunnaway; Laura Klaassen; Scott Coyle; Philip Kaul; and Marty Blosser, Clerk

- 1.0 Call to Order** – President Travis Daniels called the regular meeting to order at 6:32 p.m.
- Clerk of the Board Marty Blosser swore in newly elected board member DeAnn Hupe Seib
- 1.1 iPad Orientation** - Superintendent Elliott started the meeting with a brief demonstration to the board on iPad usage and how to access their emails and goggle drive.
- 2.0 Election of Board Officers and Appointments** –
- 2.1** Election of President – Gene Barrett moved to keep the position filled as is. Tiffany Ball seconded the motion. Motion carried 6-0 to retain.
- 2.2** Election of Vice-President – Jenny Morgison moved to keep the position filled as is. DeAnn Hupe Seib seconded the motion. Motion carried 6-0 to retain.
- 2.3** Appointment of Keystone Learning Services Representative and Alternate – Gene Barrett volunteered to serve as representative and Jenny Morgison volunteered to serve as alternate. President Daniels appointed each volunteer as listed.
- 2.4** Appointment Board Negotiations Members – Matt Erickson, Traci Eddy and Travis Daniels volunteered for these positions and were appointed.
- 2.5** Appointment Board Endowment Association Member – Traci Eddy volunteered to serve again and was appointed.
- 3.0 Ordering and Approval of the Agenda** – Jenny Morgison moved to accept the agenda with the additions as noted. Traci Eddy seconded the motion. The motion carried 6-0.
- 4.0 Consent Agenda** – Jenny Morgison moved to approve the Consent Agenda with:

Personnel Considerations:

The employment of: Debbie Steward as a 40-hour per week administrative assistant at PLHS; Janice Searcy as a 40 hour per week custodian at PLHS. The resignation of: Earl Neal as PLHS custodian effective June 10th; Kasi Packard as PLHS concession 2016-2017 supplemental; Ciara McCoy as bus route driver effective July 1st

Approval of destruction of old records for SY 2010-2011

Appointments and Designations:

- The time and place for regular Board of Education meetings will be the second Monday of the month at 6:30 p.m. at the District Office, except if the regular meeting date occurs on a legal holiday or on a holiday specified by the board, such regular meeting shall be held on the day following commencing at the same hour, as required by KSA 72-8205. The dates for the 2015-16 Board of Education meetings are as follows:
July 11; August 15; September 12; October 10; November 14; December 12; January 9; February 13; March 13; April 10; May 8; June 12; July 10.
- Deb Brehm as the District Treasurer
- Marty Blosser as Clerk of the Board
- The First State Bank & Trust as the official depository
- The Lawrence Journal World as the official district newspaper for the publication of school notices
- Marty Blosser, Clerk of the Board, as the designated KPERS agent
- Josh Woodward as the Deputy Clerk of the Board
- JB Elliott, Superintendent, as the Local Education Agency Representative to receive State and Federal funds
- JB Elliott as the Food Service Representative
- Building Principals as truancy officers for 2016-17
- Carol Hall as the Board's Attorney
- Josh Woodward, Director of Curriculum & Instruction, as Title I representative
- Josh Woodward, Director of Curriculum & Instruction, as compliance coordinator for federal anti-discrimination laws, including Title VI, Title VII, Title IX, and Section 504 ADA
- Deb Brehm as the determining official for free and reduced lunches
- JB Elliott, Superintendent, as the hearing officer for free and reduced meal application appeals
- JB Elliott, Superintendent, as the P.L. 874 representative
- JB Elliott, Superintendent, as coordinator for homeless children
- Phil Hart, Director of Maintenance, as the LEA Asbestos Coordinator
- Marty Blosser, Clerk of the Board, as the Freedom of Information Officer
- Marty Blosser, Clerk of the Board, to receive all monies and correspondence regarding the district from the treasurers and county clerks of Jefferson County and Douglas County

Further recommendations:

- Authorizing the President of the Board to sign the application for participation in the State and Federal Food Service Programs
- The Clerk, Treasurer, and President sign all checks
- The Board adopt the 1116-hour calendar for the 2016-17 school year
- The Board authorize the Board President to sign all contracts
- The Board adopt the early payment request policy that is provided for by law so certain bills, such as utility bills, can be paid prior to Board approval to avoid penalties for late payments
- The mileage rate for reimbursement be the state's maximum rate
- The Board establish petty cash limits of \$1500 for Perry-Lecompton High School, \$1500 for Perry-Lecompton Middle School, \$300 for Lecompton Elementary School, and \$300 for Perry Elementary School

Permission to Sell and Dispose of District Property

100 - Dell GX280 desktop computers

Befco c26 finish mower and three-point blade

Gene Barrett seconded the motion. Motion carried 6-0.

5.0 Recognitions -

5.1 Recognition of Students – None

5.2 Recognition of Patrons: Laura Klaassen, PLMS/PLHS Vocal Instructor and Philip Kaul, PLMS/PLHS Band Instructor introduced themselves to the board.

6.0 Board Business

6.1 Policy Updates – First read item – no action taken.

6.2 Resolution to Establish Home Rule – Jenny Morgison move to adopt the following resolution as presented:

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 343, Jefferson County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 343, Jefferson County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Education of Unified School District 343, Jefferson County, Kansas, the 11th day of July 2016.

Traci Eddy seconded the motion. Motion carried 6-0.

6.3 Waiver of GAAP – Traci Eddy moved to adopt the following resolution as presented:

RESOLUTION

WHEREAS Unified School District No. 343, Jefferson County, Kansas has determined that the financial statements and financial reports for the year ending June 30, 2017 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of

the cash basis and budget laws of this state and are of no significant value to the USD 343 Board of Education or the members of the general public of Unified School District No. 343 and

WHEREAS there are no revenue bond ordinances or resolutions, or other ordinances or resolutions of the district, which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) FOR THE YEAR ENDING June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 343, Jefferson County Kansas, in the regular meeting duly assembled this 11th day of July 2016, that the Board of Education waives the requirements of K.S.A. 75-1120a(a) as they apply to Unified School District No. 343 for the year ending June 30, 2017.

BE IT FURTHER RESOLVED THAT THE Board of Education shall cause the financial statements and financial reports of Unified School District No. 343 to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this state.

Tiffany Ball seconded the motion. Motion carried 6-0.

6.4 Resolution for Rescinding Policy Statements – Tiffany Ball moved to adopt the following resolution:

RESOLUTION

Be it resolved that all policy statements found in the minutes of this board of education prior to July 1, 2016, be rescinded, and that the board of education adopt the policy manual (or written policies) as presented and recommended by the superintendent of schools, to govern this school district during the 2016-2017 school year, subject to periodic review, amendment, and revision by the board of education.

Gene Barrett seconded the motion. Motion carried 6-0.

6.5 Special Board Meeting Determination – Gene Barrett moved to approve a special board meeting on Tuesday, August 2nd beginning at 6:30 p.m. Tiffany Ball seconded the motion. Motion carried 6-0.

6.6 PLHS Band Trip - DeAnn Hupe Seib moved to approve the PLHS Band and Vocal trip to Chicago during Spring Break of the 2016-2017 school year. Traci Eddy seconded the motion. Motion carried: 6-0

6.8 Substitute Teacher Pay – Jenny Morgison moved to approve the increase of substitute teacher wages to \$95 per day for 2016 – 2017 school year. Tiffany Ball seconded the motion. Motion carried 6-0.

7.0 Executive Session - Jenny Morgison moved that the board recess to executive session for the purpose of discussing items affecting non-elected personnel in order to protect the privacy interests of the individuals being discussed. Included in the executive session will be Superintendent J.B. Elliott, Director of Curriculum & Instruction Josh Woodward. This executive session should begin at 7:35 p.m. in this room with the board reconvening at this place at 7:45 p.m. Tiffany Ball seconded the motion. Motion carried 6-0. Let the record show that the board returned to regular session at 7:45 p.m.

6.7 Classified Wages and Salaries – Tiffany Ball moved to approve the revised classified employee wages for 2016-2017 school year. Jenny Morgison seconded the motion. Motion carried: 6-0

8.0 Reports and Communications

8.1 Superintendent's Report

- The board was updated on the progress of preparing the 2016-2017 budget.
- Superintendent Elliott updated the board on our district Facebook page.
- **Communications**

8.2 Director of Curriculum & Instruction Report - Director Josh Woodward updated the board KESA, the new school accreditation process for Kansas school districts. He reported on the upcoming inservice schedule, August 11th – August 16th.

7.1 Keystone Learning Services Update – Minutes of the June 15, 2016 meeting were enclosed with board materials.

7.2 USD 343 Endowment Association Update – Traci Eddy had no report.

9.0 Adjournment – Jenny Morgison moved to adjourn the meeting. DeAnn Hupe Seib second the motion. Motion carried 6-0. Time: 7:54 pm.

Travis Daniels, President

Marty Blosser, Clerk