

Jefferson West USD #340
Minutes of July 11, 2016

I. CALL MEETING TO ORDER

A. Organization of Board of Education for 2016-2017

The meeting was called to order by Vice President Dreana McClurg at 7:00pm. Members present were: Amy Brooks, Don Knowles, Betty Majors, Dreana McClurg, and John Thelen. Others present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; Mike Clare.

1. Election of Board of Education Officers for 2016-2017

a. President

Motion made by Brooks, second by Knowles to nominate Dreana McClurg for Board President. Motion carried 5-0.

b. Vice President

Motion made by Majors, second by Knowles to nominate Amy Brooks for Board Vice President. Motion carried 5-0.

B. Appointments for Board Operations for 2016-2017

a. Clerk of the Board: Amy Adams-Mitchell

b. Treasurer: Marcia Ricklefs

c. Attorney: Larry Mears

d. Deputy Clerk: Dayna Lloyd

Motion made by Majors, second by Brooks to approve the appointments for board operations as presented and listed above. Motion carried 5-0.

C. Comments from Patrons and Guests- none

D. Communications- none

II. APPROVE AGENDA

Motion made by Brooks, second by Thelen to amend the agenda as presented, under Board Issues, adding item I Board Goals 2016-17 and item J, Land Acquisition (exec session). Motion carried 5-0.

III. APPROVAL of CONSENT AGENDA

Motion made by Brooks, second by Knowles to approve the consent agenda as presented with the following amendments: removal of Scott Gibson's attendance from minutes of June 27, 2016; adjust meeting start time to 6:30pm for 2016-17 regular meetings, leaving start time of year end close out meeting at 5:30pm; and removal of Home Economics from MS Class Fees; all other listings for resolutions, approvals, and appointments approved. Motion carried 5-0.

IV. CONSENT AGENDA

A. Approval of Minutes of June 27, 2016

B. Approval of Claims for Payment, Bldg & Treasurer's Rpt

C. Resolution to Establish Meeting Dates & Times (KSA 72-8205)

D. Annual Appointments for 2016-17

1. Appointment KPERS Designated Agent (KSA 74-4902(6)) – Amy Adams-Mitchell

2. Appointment of Food Service Rep & Hearing Officer – Mr. Pat Happer

3. Appointment of Impact Aid & PL874 Rep – Mr. Pat Happer
4. Appointment of Coordinator for Homeless Duties – Mr. Pat Happer
5. Appointment of Title VI and VII Compliance Coordinator – Mr. Pat Happer
6. Appointment of Attendance & Compliance Officers – Mr. Pat Happer, Mrs. Rhonda Frakes, Mr. John Hamon, Mr. Wes Sturgeon, Mr. Brandan Giltner
7. Appointment of Title IX Compliance and Hearing Officer – Mr. Pat Happer
8. Appointment of ADA & Section 504 Compliance Hearing Officer – Mr. Pat Happer
- E. Annual Designations for 2016-17
 1. Appointment for Depository of District Funds – Denison State Bank (KSA 9-1401)
 2. Appointment of Official Newspaper – Valley Falls Vindicator (KSA 64-101)
- F. Annual Organizational Adoptions for 2016-17
 1. Approval of Adoption of 1,116 Hour Calendar (KSA 72-1106)
 2. Resolution to Establish Petty Cash Levels (KSA 72-8208)
 - a. Appointments of Authorized Designated Signatures
 3. Approval of Credit Card Limits and Charge Accounts as presented
 4. Approval for Reimbursement of Employee Physical Exams - \$25
 5. Approval to Establish Mileage Reimbursement (KSA 75-3203a) \$0.54
 6. Resolution for Destruction of Records (KSA 72-5369)
 7. Approval of Early Payment of Claims (KSA 12-105b)
 8. Resolution to Rescind all policy action from previous year and Adopt current written policy
 9. Resolution to Adopt GAAP Waiver (KSA 72-1120a)
- G. Resolution to Establish All Activity Funds (KSA 72-8208a)
- H. Establish Student Fees
 1. Textbook/Curriculum Resource Fees (KSA 72-4141)
 2. Establish MS Class Fees
 3. Establish HS Class Fees
 4. Establish Athletic Participation Fees
 5. Establish Academic Participation Fees
 6. Establish Summer School Fees
 7. Establish Driver's Ed Fees
- I. Establish District Athletic Pass Fees
- J. Other Fees
 1. Ballfield Advertising Fees
 2. Stadium Scoreboard Advertising Fees
- K. Approval of Attorney Service Provider Fees
- L. Resolution to Establish Home Rule

V. BOARD ISSUES

- A. Keystone Learning Center Representative and Alternates
Motion made by Brooks, second by Majors to appoint John Thelen to be designated as the board representative for Keystone, with all other members as alternates, as needed. Motion carried 5-0.
- B. Board Renewal with State of Kansas Health Insurance Plan
This item was tabled.
- C. Year End Fund Balances

Mr. Happer gave an update on year end fund balances.

D. Updated iPad Use Policy

Motion made by Knowles, second by Brooks to approve the updated iPad Use Policy as presented. Motion carried 5-0.

E. Budget Preparation

Mr. Happer stated that preliminary budget work had begun for next year, with the budget workshop scheduled for July 20.

F. Resolution to Extend Term of Office for Board Members

Motion made by Brooks, second by Majors to approve the resolution as read aloud and presented, extending board terms. Motion carried 4-1, with Knowles strongly opposing and voicing his discontentment.

G. Board Vacancy Resolution

Motion made by Brooks, second by Knowles to accept the resignation from Scott Myers for Board Member Position 6 due to relocation and to publish the vacancy in the Valley Falls Vindicator and solicit applications from interested patrons in that area. Motion carried 5-0.

H. Maintenance Director Job Description

Motion made by Brooks, second by Knowles to approve the Maintenance Director job description as presented. Motion carried 5-0.

I. Board Goals 2016-17

This item was tabled.

J. Land Acquisition (Executive Session 75-4319)

Motion made by Thelen, second by Brooks to adjourn to executive session, after a five minute recess, for ten minutes to have discussions about the acquisition of land, including Mr. Happer and Amy Adams-Mitchell. Motion carried 5-0. The Board returned to open session at 8:30pm.

VI. STUDENT ISSUES

VII. FACILITIES/EQUIPMENT/PLANNING

A. MS Basement Project

Mr. Happer presented information of two bids: Wagner Mudjacking @ \$25,000.00 and Keating Mudjacking @ \$6,355.00.

B. Summer Projects Update

Mr. Happer gave updates on the summer projects.

VIII. PERSONNEL (Executive Session KSA 75-4319)

Motion made by McClurg, second by Brooks to adjourn to executive session for ten minutes to have discuss matters of nonelected personnel, including Mr. Happer and Amy Adams-Mitchell. Motion carried 5-0. The Board returned to open session at 9:20pm.

A. Personnel Update

B. Resignations

C. Contracts

Motion made by Brooks, second by Majors to approve the recommendation as presented for Brandy Robben as the HS National Honor Society Sponsor. Motion carried 5-0.

IX. NEGOTIATIONS (Executive Session KSA 75-4319)

Motion made by Knowles, second by Brooks to adjourn to executive session for ten minutes to discuss negotiations, including Mr. Happer and Amy Adams-Mitchell. Motion carried 5-0. The Board returned to open session at 9:30pm. Motion made by Knowles, second by Brooks to extend executive session for an additional five minutes, including invitees. Motion carried 5-0. The Board returned to open session at 9:35pm.

X. SUPERINTENDENT UPDATE

- A. Maintenance Director
 - B. District Event Sign
 - C. Storm Damage – Insurance Reports
 - D. Budget – possible 2nd mtg in August
- Mr. Happer gave updates on items listed.

XI. ADJOURN

The meeting was adjourned by President McClurg at 9:40pm.

Respectfully submitted,

Amy Adams-Mitchell, Board Clerk

Dreana McClurg, Board President