

**Jefferson West USD #340**  
**Minutes of July 9, 2018**

**I. CALL MEETING TO ORDER**

A. Organization of Board of Education for 2018-2019

The meeting was called to order by President McClurg at 6:30pm. Members present were: Morgan Hall, Dave Jensen, Betty Majors, Dreana McClurg, and Katherine Petesch. Others present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; patrons John Clare and Jessica Rodecap.

1. Election of Board of Education Officers for 2018-2019

a. President

Motion made by Majors, second by McClurg to nominate Dave Jensen for Board President.

Motion carried 5-0.

b. Vice President

Motion made by Majors, second by Jensen to nominate Dreana McClurg for Board Vice President. Motion carried 5-0.

B. Appointments for Board Operations for 2018-2019

a. Clerk of the Board: Amy Adams-Mitchell

b. Treasurer: Marcia Ricklefs

c. Attorney: Larry Mears

d. Deputy Clerk: Dayna Lloyd

Motion made by McClurg, second by Hall 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 Petesch, second by Majors to approve the agenda as presented.

Motion carried 5-0.

**III. APPROVAL of CONSENT AGENDA**

Motion made by Majors, second by Petesch to approve the consent agenda as presented for all other resolutions, approvals, and appointments as listed. Motion carried 5-0.

**IV. CONSENT AGENDA**

A. Approval of Minutes of June 11, 18 and 25, 2018

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

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

D. Annual Appointments for 2018-19

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 2018-19
  - 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 2018-19
  - 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) \$0.545
  - 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. Authorize Activity Accounts
  - 1. Resolution to Establish Bldg Activity Accounts
  - 2. Resolution to Establish District Student Fee Accounts
- H. Establish Student Fees (Approved at the 6/11/18 mtg)
- I. District Athletic Passes (Approved at the 6/11/18 mtg)
- J. Other Fees
  - 1. Ball Field Banner Advertising (Approved at the 6/11/18 mtg)
  - 2. Stadium Scoreboard Advertising (Approved at the 6/11/18 mtg)
- K. Approval of Attorney Service Provider Fees – Larry Mears
- L. Resolution to Establish Home Rule

## V. BOARD ISSUES

- A. Keystone Learning Center Representative and Alternates  
Motion made by McClurg second by Hall to appoint Scott Gibson as the Keystone Learning Center Board Representative, with all other board members as alternates, if needed. Motion carried 5-0.
- B. Board Policy Updates  
Motion made by McClurg second by Petesch to approve the board policy updates as presented: AF, DC, DE, DFE, DIC, DJB, DJEB, DJED, DJEF, DP, GAD, GBO, JCAC, JDDC. Motion carried 5-0.
- C. Year End Fund Balances  
Mr. Happer gave the board an update on year-end balance transfers.
- D. Update 2017-18 Board Goals  
Mr. Happer shared updated board goals.
- E. Review of Board Goal Proposal 2018-19  
Motion made by McClurg second by Petesch to approve the goals for the 2018-19 school year as presented. Motion carried 5-0.
- F. Budget Prep  
Motion made by Jensen second by Petesch to set the Budget Hearing and Budget Approval meeting date for Monday, August 20, 2018, at 6:00pm. Motion carried 5-0.

**VI. STUDENT ISSUES**

A. Graduation Honors Plan

Motion made by Petesch second by Majors to approve the Graduation Honors Plan proposal as presented starting with the current sophomore class graduating class of 2021. Motion carried 5-0.

**VII. FACILITIES/EQUIPMENT/PLANNING**

A. Old Vehicle Disposition

Mr. Happer stated shared that advertisement for the three older surplus buses was being published.

B. Summer Projects Update

Mr. Happer gave an update on summer work projects. Motion made by McClurg second by Petesch to approve the additional flooring project expense with Campione for a total of \$21,005.00. Motion carried 5-0.

**VIII. PERSONNEL - no business**

**IX. NEGOTIATIONS**

Motion made by McClurg second by Majors to adjourn to executive session to discuss negotiations, under employer-employee negotiations exception under KOMA, including Mr. Happer; with open session to resume in the board room at 7:47pm. Motion carried 5-0.

Motion made by Jensen second by McClurg to adjourn to executive session to discuss negotiations, under employer-employee negotiations exception under KOMA, including Mr. Happer; with open session to resume in the board room at 7:52pm. Motion carried 5-0.

Motion made by Jensen second by McClurg to adjourn to executive session to discuss negotiations, under employer-employee negotiations exception under KOMA, including Mr. Happer; with open session to resume in the board room at 7:57pm. Motion carried 5-0.

**X. SUPERINTENDENT UPDATE**

A. Vacation

B. Budget

C. Bond Fiscal Update

Mr. Happer gave updates on items listed.

**XI. ADJOURN**

The meeting was adjourned by President Dave Jensen at 8:00pm.

Respectfully submitted,

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Amy Adams-Mitchell, Board Clerk

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Dave Jensen, Board President