

Jefferson West USD #340
Minutes of July 10, 2017

I. CALL MEETING TO ORDER

A. Organization of Board of Education for 2017-2018

The meeting was called to order by President McClurg at 6:30pm. Members present were: Scott Gibson, Dave Jensen, Don Knowles, Betty Majors, Dreana McClurg. Others present: Pat Happer, Superintendent; Amy Adams-Mitchell, Board Clerk; Katie Petesch, patron; Ann Mah, State Board Representative.

1. Election of Board of Education Officers for 2017-2018

a. President

Motion made by Majors, second by Knowles to recommend current Board President McClurg retain presidency through December 2017; at which time there would be new board members . Motion carried 5-0.

b. Vice President

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

B. Appointments for Board Operations for 2017-2018

a. Clerk of the Board: Amy Adams-Mitchell

b. Treasurer: Marcia Ricklefs

c. Attorney: Larry Mears

d. Deputy Clerk: Dayna Lloyd

Motion made by Gibson, second by Majors 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- a thank you from Jan Wells was shared.

II. APPROVE AGENDA

Motion made by Gibson, second by Jensen to amend the agenda as presented, under Board Issues, adding item G, New Board Member; item H, Food Prime Vendor Contract; item I, District Insurance Coverage. Motion carried 5-0.

III. APPROVAL of CONSENT AGENDA

Motion made by Knowles, second by Jensen 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 26 and July 5, 2017

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

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

D. Annual Appointments for 2017-18

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 2017-18
 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 2017-18
 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) \$0.535
 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 6/12/17 mtg)
- I. District Athletic Passes (Approved at the 6/12/17 mtg)
- J. Other Fees
 1. Ball Field Banner Advertising (Approved at the 6/12/17 mtg)
 2. Stadium Scoreboard Advertising (Approved at the 6/12/17 mtg)
- K. Approval of Attorney Service Provider Fees – Larry Mears
- L. Resolution to Establish Home Rule

V. BOARD ISSUES

- A. Ann Mah
Ann Mah, State Board representative addressed the Board.
- B. Keystone Learning Center Representative and Alternates
Motion made by Jensen, second by Knowles to appoint Scott Gibson as the Keystone Learning Center representative, with all other board members as alternates, if needed. Motion carried 6-0.
- C. Year End Fund Balances
- D. Update Review of Board Goals
Mr. Happer shared updated board goals.
- E. Budget Prep
- F. Policy Updates
Motion made by Gibson, second by Jensen to approve the policy updates as presented: JGCA, JGHB, and new policy DFAC. Motion carried 6-0.

- G. Appoint New Board Member – *this item taken out of order
Motion made by Majors, second by Knowles to move item G to follow item A. Motion carried 4-1, Gibson. Motion made by Gibson, second by Jensen to appoint Katie Petesch to fulfill vacancy of position 5 until end of term in December 2017. Motion carried 5-0.
- H. Food Prime Vendor Contract for the 2017-18 School Year
Motion made by Gibson, second by Jensen to approve participation with Food Prime Vendor Contract with Keystone as presented. Motion carried 6-0.
- I. District Property, Casualty & Workers Comp Insurance 2017-18
Mr. Happer shared updated information regarding the districts property, casualty, and workmen's comp insurance.

VI. STUDENT ISSUES - none

VII. FACILITIES/EQUIPMENT/PLANNING

- A. Bus Purchase
Motion made by Jensen, second by Gibson to authorize the purchase of one stock Blue Bird bus from Midwest Bus Sales for \$83,031.00, as presented; and to authorize the disposal of the older bus being replaced as best meets the district's needs. Motion carried 6-0.
- B. Summer Projects
 - 1. ES Drain
 - 2. Summer Work UpdateMr. Happer gave an update on summer maintenance work that was being done. Motion made by Majors, second by Jensen to authorize the bid of \$26,000.00 from ATM as presented; there were no other bids available. Motion carried 6-0.

VIII. PERSONNEL (Executive Session KSA 75-4319)

Motion made by McClurg, second by Gibson to adjourn to executive session to discuss matters of nonelected personnel, including Mr. Happer; with a two minute break and open session to resume at 8:30pm. Motion carried 6-0. Knowles entered at 8:25pm, Gibson entered at 8:26pm, Happer exited at 8:28pm. The Board returned to open session at 8:30pm.

- A. Personnel Update
- B. Resignations
- C. Contracts

Motion made by Gibson, second by Knowles to approve the recommendations as presented for Deb Downing as Homecoming Sponsor. Motion carried 6-0. Motion made by Majors, second by Jensen to authorize contract for Pat Ross with financials to be split between three assistant Rule 10 coaches from two current assistant Rule 10 coaching positions contingent that it meets all legal parameters. Motion carried 6-0.

IX. NEGOTIATIONS (Executive Session KSA 75-4319)

X. SUPERINTENDENT UPDATE

- A. Budget
- B. Bond Fiscal Update

Mr. Happer gave updates on items listed.

XI. ADJOURN

The meeting was adjourned by President McClurg at 9:00pm.

Respectfully submitted,

Amy Adams-Mitchell, Board Clerk

Dreana McClurg, Board President