

Jefferson West USD #340
Minutes of July 13, 2020

I. CALL MEETING TO ORDER

The meeting was called to order by President David Jensen at 6:32 pm. Members present were: Scott Gibson via Zoom, Morgan Hall, Dave Jensen, Betty Majors, Katherine Petesch, John Thelen and Kris Tuck. Others present: Pat Happer, Superintendent; Amy Adams-Mitchell, Clerk; Rhonda Frakes and Wes Sturgeon, Admin; Deb Downing, Jessica Rodecap, John Clare, Wayne Ledbetter, Marcia Ricklefs.

- A. Appointments for Board Operations for 2020-2021
 - a. Clerk of the Board: Amy Adams-Mitchell
 - b. Treasurer: Marcia Ricklefs
 - c. Attorney: Larry Mears
 - d. Deputy Clerk: Veanna Unruh, with all other Bldg Secretaries as alternates

Motion made by Hall, second by Tuck to approve the appointments for board operations as presented and listed above. Motion carried 7-0.

- B. Comments from Patrons and Guests
- C. Communications

II. APPROVE AGENDA

Motion made by Hall, second by Tuck to approve the agenda as presented. Motion carried 7-0.

III. APPROVAL of CONSENT AGENDA

Motion made by Hall, second by Tuck to approve the consent agenda as presented for all other resolutions, approvals, and appointments as listed. Motion carried 7-0.

IV. CONSENT AGENDA

- A. Approval of Minutes of June 8 and 22, 2020
- B. Approval of Claims for Payment, Bldg & Treasurer's Rpt
- C. Annual Appointments for 2020-21
 - 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 Officer – Mr. Brandan Giltner
 - 8. Appointment of Title IX Hearing Officer – Mr. Pat Happer
 - 9. Appointment of ADA & Section 504 Compliance Hearing Officer – Mr. Pat Happer
- D. Annual Designations for 2020-21
 - 1. Appointment for Depository of District Funds – Denison State Bank (KSA 9-1401)
 - 2. Appointment of Official Newspaper – Valley Falls Vindicator (KSA 64-101)
- E. Annual Organizational Adoptions for 2020-21
 - 1. Approval of Adoption of 1,116 Hour Calendar (KSA 72-1106)
 - 2. Resolution to Establish Petty Cash Levels (KSA 72-8208)
 - ES \$750; MS \$750; HS \$1050; DO \$1150
 - a. Appointments of Authorized Designated Signatures
Board President, Superintendent, Board Clerk, Board Treasurer

3. Approval of Credit Card Limits and Charge Accounts as presented
\$2500 – Visa, Valero, Office Depot, Sutherlands, Dillons, Voyager , Caseys,
Westlake, Sams Club, Country Harvest, Lowes
 4. Reimbursement of Employee Physical Exams – up to \$80
 5. Approval to Establish Mileage Reimbursement (KSA 75-3203a) \$0.57.5
 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)
- F. Authorize Activity Accounts
1. Resolution to Establish Bldg Activity Accounts
 2. Resolution to Establish District Student Fee Accounts
- G. Establish Student Fees (Approved at the 6/22/20 mtg)
- H. District Athletic Passes (Approved at the 6/22/20 mtg)
- I. Other Fees (Approved at the 6/22/20 mtg)
1. Ballfield Banner Advertising
 2. Stadium Scoreboard Advertising
- J. Approval of Attorney Service Provider Fees – Larry Mears
- K. Resolution to Establish Home Rule

V. BOARD ISSUES

- A. Keystone Learning Center Representative and Alternates
Motion made by Hall, second by Tuck to appoint Scott Gibson as the Keystone Learning Center representative, with all other board members as alternates, when needed. Motion carried 7-0.
- B. Board Policy Updates
Motion made by Hall, second by Tuck to approve the board policy updates as presented for policies: CF, DFE, GAAB, GAAC,GAAD, GAO, HAE, IC, IJ, JCDA, JGEC, JQKA, KMA, KN, KN form, and KNA.
- C. Year End Fund Balances
- D. Resolution for SPARKS Funds
Motion made by Majors, second by Tuck to approve the County Coronavirus Relief Fund Resolution as presented. Motion carried 7-0.
- E. Donation
Motion made by Majors, second by Tuck to accept the \$500 donation for the HS Art Program as presented. Motion carried 7-0.
- F. Board Goals 2019-20
- G. Review of Board Goals & Admin Goals for 20-21
- H. 2020-21 Planning
It was recommended to send a survey to all parents and staff.
- I. Budget Hearing Date/Time
Motion made by Jensen, second by Tuck to set the budget hearing date for Monday, 8-10-2020 at 6pm, prior to the regular meeting date and time. Motion carried 7-0.

VI. STUDENT ISSUES

- A. WIT Advisory
Motion made by Tuck, second by Hall to approve the request to add WIT Advisory for ease in scheduling purposes at the high school. Motion carried 7-0.
- B. Graduation Credit Requirements
Motion made by Jensen, second by Tuck to approve the request to lower high school graduation credit requirements from 30 credits to 28 credits starting in 2020-21, as presented. Motion carried 7-0.

VII. FACILITIES/EQUIPMENT/PLANNING

- A. Bus Maintenance

VIII. PERSONNEL (Executive Session KSA 75-4319)

Motion made by Tuck, second by Gibson to adjourn to executive session to discuss individual employee performance for fifteen minutes under matters of nonelected personnel exception under KOMA, including Mr. Happer, Rhonda Frakes, and Wes Sturgeon, as needed, with the meeting to resume in the boardroom at 8:27 pm. Motion carried 7-0.

- A. Resignations
- B. Contracts

Motion made by Hall, second by Tuck to approve the resignation of Brandy Robben, MS/HS Librarian; approve contracts for Matthew Simmons, K-5 Physical Education Teacher; and approve Abby Martin, Nurse at a salary of \$40,000; all as presented. Motion carried 7-0.

IX. NEGOTIATIONS (Executive Session KSA 75-4319)

Motion made by Tuck, second by Thelen to adjourn to executive session for ten minutes to discuss matters of negotiations under employer employee negotiations exception of KOMA, including Mr. Happer, with the meeting to resume in the boardroom at 7:39 pm. Motion carried 7-0.

X. SUPERINTENDENT UPDATE

- A. Summer Projects Update
- B. Budget Workshop

XI. ADJOURN

The meeting was adjourned by President Jensen at 8:40 pm.

Respectfully submitted,

Amy Adams-Mitchell, Board Clerk

David Jensen, Board President