

July 9, 2018

**Minutes
Organizational Meeting
July 9, 2018
Central Office Conference Room**

Board Members Present:

Dan Willis
Jared Larkey
Nancy Toland
Mary Apt
Jennifer Taylor
Jennifer Coltrane

Administrators Present:

Stacey Fager

Others Present: Marcie Boring, Terry Taylor, Scott Stanley, David Lee, Jeff Jordan, Larry Walden and Rick Danley.

Call to Order

At 6:00 p.m., Dan Willis called the meeting to order with 6 members present. Doug Dunlap was absent.

Approval of Agenda

Dan Willis made a motion to approve the agenda as amended. Mary Apt seconded the motion. Motion carried 6-0.

Public Forum

Larry Walden addressed the board with concerns.

Consent Agenda

Jennifer Taylor made a motion to approve items on the Consent Agenda. Mary Apt seconded the motion. Motion carried 6-0.

Consent Agenda 07/09/2017

1. Approval of Minutes (from prior meeting)

2.

3. Approval of Bills

Bank Account/ Liability	\$	141455.07
General Fund	\$	23536.65
Supplemental General	\$	49531.37
Four Year Old at Risk	\$	269.44
Capital Outlay	\$	372.06
Driver Training Fund	\$	269.63
Food Service Fund	\$	11523.37
Inservice Education Fund	\$	76.21
Special Education Fund	\$	705.41
Vocational Educational Fund	\$	5164.01

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Title I Fund	\$	724.54
21st Cent. Supp. Grant Oct-June	\$	1612.35
SAFEBASE Donations	\$	4138.35
21st Century Summer School	\$	1000.00
21st Cent Orig Grant Jul-June	\$	1554.09
TOTAL	\$	241932.55

Gifts and Grants

See attached spreadsheet

ORGANIZATION

Election of Officers

Mary Apt made a motion to appoint Dan Willis as President of the Board of Education. Jennifer Taylor seconded the motion. Motion carried 6-0.

Nancy Toland made a motion to appoint Mary Apt as Vice President of the Board of Education. Jennifer Coltrane seconded the motion. Motion carried 6-0.

Draw for Voting Order

The following voting order will be used should a role call vote be necessary:

- 1. Jennifer Coltrane**
- 2. Nancy Toland**
- 3. Dan Willis**
- 4. Mary Apt**
- 5. Jared Larkey**
- 6. Jennifer Talyor**
- 7. Doug Dunlap**

Set Official Meeting Dates-

Mary Apt made a motion to adopt Resolution # 1070918. Jennifer Taylor seconded the motion. Motion carried 6-0.

Resolution #1070918

The Iola USD # 257 Board of Education does hereby establish that the official dates for the 2018-19 school term shall be the second and fourth Monday of each month. During July and December, the board will meet only on the second Monday. Should the official meeting date fall on a legal holiday, the meeting shall be held on the following Tuesday or a date established by board action. All meetings will begin at 6:00 p.m. and

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shall be held at the Central Office Conference Room, 305 North Washington Street, Iola, KS unless otherwise designated.

Adopt Calendar Option

Resolution #2070918

Dan Willis made a motion to adopt Resolution #2071017. Mary Apt seconded the motion. Motion carried 6-0.

Resolution #2070918

The Iola USD #257 Board of Education hereby adopts for the 2017-18 school year a school term of 1116 hours including that students attending kindergarten shall be provided not less than 465 hours of instruction; students attending grades one through eleven shall be provided not less than 1116 hours of instruction; and students attending grade twelve shall be provided not less than 1086 hours of instruction.

Adopt GAAP Waiver for 2018-19

Resolution #3070918

Dan Willis made a motion to adopt the GAAP Waiver (Generally Accepted Accounting Procedures) Resolution #3070918 (See attached). Mary Apt seconded the motion. Motion carried 6-0.

Early Payment Request Policy

Resolution # 4070918

Dan Willis made a motion to adopt the Early Payment Request Policy. This allows the Board the flexibility to make payments between board meetings in order to take advantage of discounts or avoid late fees. Mary Apt seconded the motion. Motion carried 6-0

Rescind 2017-18 Board Policies and Board Action

Dan Willis made the following motion:

I move that all board policies established during the 17-18 school term as per board action hereby be rescinded and that the board adopts the printed Board Policy Manual for 2018-19.

Jennifer Taylor seconded the motion. Motion carried 6-0.

Designated Depositories

Dan Willis made a motion to designate the following official depositories of Iola USD # 257 funds: Emprise Bank, Piqua State Bank, Great Southern Bank, Community National Bank, and Landmark Bank. Mary Apt seconded the motion. Motion carried 6-0.

Appointments

Dan Willis made a motion to approve the following board appointments. Mary Apt seconded the motion. Motion carried 5-0.

Board Clerk:	Teresa Taylor
Board Treasurer:	Marcie Boring
Board Attorney:	Bob Johnson and Daniel Schowengerdt
KPERS Designated Agent:	Teresa Taylor
Food Service Authorized Agent:	Judy Baker

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Hearing Officer for Free and Reduced Applications: Marcie Boring
Truancy Officer: Building Administrators
Official Newspaper: Iola Register
Freedom of Information Officer: Stacey Fager
Anti-Discrimination Compliance Co: Stacey Fager
Asbestos Management: Scott Stanley

Standing Board Committees

Dan Willis made a motion to approve the following standing board committees. Mary Apt seconded the motion. Motion carried 5-0.

ANW Board: Doug Dunlap
Bowlus Cultural Attractions: Jennifer Taylor
District Evaluation Committee: Mary Apt
KASB Liason: Dan Willis
Policy Update Committee: The Board of Education
Career and Tech Education: Jared Larkey
Recognition Committee: Nancy Toland

Approve the Food Service Agreement

Dan Willis made a motion to approve the Kansas Department of Education Food Service Agreement. Jennifer Taylor seconded the motion. Motion carried 6-0.

Establish Substitute Teacher Pay

Jennifer Taylor made a motion to maintain the rate of **\$95.00 per day** for substitute teacher pay. Jennifer Coltrane seconded the motion. Motion carried 6-0.

Establish Petty Cash Limits

Dan Willis made a motion to establish the following petty cash limits. Jennifer Taylor seconded the motion. Motion carried 6-0.

Transportation/ Maintenance: 200.00
Iola High School 700.00
Iola Middle School: 700.00
Jefferson Elementary: 150.00
Lincoln Elementary: 150.00
McKinley Elementary: 150.00

Credit Card Limits

Dan Willis made a motion to establish the following Credit Card Limits. Jennifer Taylor seconded the motion. Motion carried 5-0.

High School 2,000.00
Middle School 1,000.00
Lincoln Elementary 1,000.00

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<i>Jefferson Elementary</i>	<i>1,000.00</i>
<i>McKinley Elementary</i>	<i>1,000.00</i>
<i>Tran/ Maint</i>	<i>3,000.00</i>
<i>BOE Office</i>	<i>5,000.00</i>
<i>BOE- Technology</i>	<i>10,000.00</i>

Budget Update

Stacey Fager, Superintendent of Schools, gave an update to the Board on the budget.

Establish Mileage Rates for 2018-19

Dan Willis made a motion to adjust the mileage rates to match the State of Kansas at 54.50 cents per mile. Mary Apt seconded the motion. Motion carried 6-0.

Unencumbered Balances Report and Final Transfers

Stacey Fager reported unencumbered cash balances to the board as required by law.

BOE Member Districts

Jennifer Coltrane, Mary Apt and Nancy Toland reported to the board on possible the possibility of realigning BOE Member Districts.

Adjourn as USD # 257 and Reconvene as Bowlus Trustees

Dan Willis made a motion to adjourn as USD # 257 and reconvene as Bowlus Trustees. Mary Apt seconded the motion. Motion carried 6-0.

Approve the Bowlus Agenda

Dan Willis made a motion to approve the Bowlus Agenda. Jennifer Taylor seconded the motion. Motion carried 6-0.

Approve the Minutes from the Prior Meeting

Jennifer Taylor made a motion to approve the minutes from the prior meeting. Mary Apt seconded the motion. Motion carried 6-0.

Executive Session for Non-Elected Personnel

Dan Willis made a motion to go in to executive session for 20 minutes for non-elected personnel. David Lee and Jeff Jordan were asked to join this session. This session was necessary to protect the privacy rights of identifiable individuals. Mary Apt seconded the motion. Motion carried 6-0.

Motions After Executive Session

Mary Apt made a motion to approve hiring Kyle Depaola as a custodian for the Bowlus Fine Arts Center. Jennifer Taylor seconded the motion. Motion carried 6-0.

Executive Session for Financial Affairs

Dan Willis made a motion to go in to executive session for Financial Affairs. This session was necessary to protect the business interest of the Bowlus David Lee and Jeff Jordan were asked to join this session. Jennifer Taylor seconded the motion. Motion carried 6-0.

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Motions After Executive Session

Jennifer Taylor made a motion to approve the Bowlus Investment Policies and Guidelines. Mary Apt seconded the motion. Motion carried 6-0.

Adjourn as Bowlus Trustees and Reconvene as USD # 257 Board of Education

Dan Willis made a motion to adjourn as Bowlus Trustees and reconvene as USD #257 Board of Education. Motion carried 6-0.

Board Reports

Dan Willis gave a report on the Facilities Planning Committee.

Administrator Reports

Stacey Fager present the Superintendent's Report

Executive Session for Non-Personnel

Dan Willis made a motion to go in to executive session for 20 minutes for non- elected personnel. Mary Apt seconded the motion. Motion carried 6-0.

Action Taken After Executive Session

Mary Apt made a motion to approve the transfer of Ronnie Higginbotham from the Bowlus to the High School as a custodian. Jennifer Taylor seconded the motion. Motion carried 6-0.

Adjournment

Dan Willis made a motion to adjourn the meeting. Jennifer Taylor seconded the motion. Motion carried 6-0.

ATTEST

Dan Willis, President

Teresa J. Taylor, Clerk of the Board