

STANTON COUNTY SCHOOL
Unified School District #452
Johnson, Kansas 67855
BOARD OF EDUCATION MEETING MINUTES
Monday, July 16, 2018 7:00pm

I. CALL TO ORDER:

Board President, Brian Peterson, called the meeting to order at 7:00 p.m.
Board members present: Brian Peterson, Chantry Scott, Matt Canny, Wade Tucker, and Sheila Walker.
Administrators present: Superintendent, Mrs. Kim Novack.
Principals: Trevor Siebert and Andrea Jones
Board Clerk present: Melissa Wilson

II. ELECTION OF USD 452 BOARD OFFICERS

A. Elect President for 2018-2019

Wade nominated Brian and Sheila seconded the motion. Matt nominated Tyce.
Nominations ceased.

The board voted, Brian had four votes (Wade, Sheila, Chantry and Brian) and Tyce had one vote (Matt).

B. Elect Vice-President for 2018-2019

Sheila nominated Wade. Nominations ceased.
The board voted. Wade had a 5-0 vote.

III. APPROVAL OF AGENDA:

Chantry made a motion to approve the agenda. Wade seconded it. Motion carried 5-0.

IV. PUBLIC COMMENT:

None

V. REPORTS:

A. Counselors Report

Jeri Howard reported on the Acellus conference she and Tina Parks attended in June. USD 452 was awarded a scholarship for five robots to teach programming skills. Virgil Stewart will teach the STEM Acellus Program in sixth grade science next year.

B. Athletic Director Report

Denise recommended the dance uniforms as voted on by the dance team. The bid included the price of the poms as well. Denise presented the Athletic and Activity Handbook. Discussion of the handbook followed with some revisions in the KSHSAA section.

C. Jr-Sr Principal Report- Trevor Siebert

Trevor Siebert reported on the proposed Jr. /Sr. High Handbook. New language in the handbook included: tardiness, dress codes, honesty policy, open lunches and attendance.

D. Superintendent Report – Kim Novack

Kim went over the new KASB recommended policies. She shared details of the \$50,000.00 awarded for the LiNK (Literacy Network of Kansas) Grant. The district also received a \$5,000.00 School Safety and Security Grant from KSDE for the new front entrance “Buzz In” system and cameras. Mrs. Novack reviewed the recommended Social Media Policy for students and USD 452 Anti-Bullying Policy. She gave an update on the Summer Maintenance list. Budget reports were provided to show the year-end transfers and the accounts that were zeroed-out. Milk bids were shared for 2018-2019.

VI. CONSENT AGENDA:

- A.** Approve minutes from the June 11, 2018 Regular BOE meeting. Wade made a motion, Chantry seconded. Motion passed 5-0.
- B.** Approve Amended minutes from the June 14, 2018 Special BOE meeting. Wade made a motion to approve the amended minutes with Principal Andrea Jones’s name corrected. Sheila seconded the motion. Motion passed 5-0.
- C.** Approve payment and claims. Sheila made a motion to approve the payments and claims. Chantry seconded the motion. Motion passed 5-0.
- D.** Approval of the 2018-2019 Reorganization of the USD 452 Board of Education:
 - 1. USD 452 Board Clerk – Melissa Wilson. Wade made a motion to approve Melissa Wilson as Board Clerk, Chantry seconded the motion. Motion Passed 5-0.
 - 2. USD 452 Deputy Board Clerk – Donnie Morgan. Sheila made a motion to approve Donnie Morgan as Deputy Board Clerk. Matt seconded motion. Motion passed 5-0.
 - 3. USD 452 Treasurer – Tina Parks. Sheila made a motion to approve Tina Parks as Treasurer. Matt seconded motion. Motion passed 5-0.
 - 4. USD 452 Deputy Treasurer – Darci Batterton. Wade made a motion to approve Darci Batterton as deputy Treasurer. Chantry seconded. Motion carried 5-0.
 - 5. USD 452 Official Depositories – First National Bank. Wade made a motion that First Nation Bank is the school’s official depository. Chantry seconded. Motion carried 5-0.
 - 6. USD 452 Official Newspaper – Johnson Pioneer. Matt made a motion that Johnson Pioneer is the official school district newspaper. Sheila seconded the motion. Motion carried. 5-.0
 - 7. USD 452 Official Radio Station – KULY in Ulysses. Matt made a motion for KULY be the official radio station. Wade seconded the motion. Motion carried 5-0.
 - 8. Freedom of Information Officers – Kim Novack and Norma Pantoja. Wade made a motion that Kim Novack and Norma Pantoja be the Freedom of Information Officers. Sheila seconded the motion. Motion carried 5-0.

9. Authorized representative for all Federal Programs, including USD 452 Compliance Coordinator Federal Anti-Discrimination Laws including Title I, Title II-A, Title II-D, Title III, Title IV-A, Title V, Migrant, At-Risk, 4-Year-Old At-Risk, Section 504 (ADA) – Kim Novack. Sheila made a motion for Kim Novack to be the representative for all Federal Programs. Chantry seconded the motion. Motion carried 5-0.
10. Authorized Transportation Representative – Josh Allen. Wade made a motion for Josh Allen be authorized as the official transportation director. Sheila seconded motion. Motion carried 5-0.
11. Authorized Food Service Representative – Kim Novack. Chantry made a motion for Kim Novack to be the authorized Food Service Representative. Matt seconded the motion. Motion carried 5-0.
12. Authorized Food Service Determining Official – Betty Pierce. Sheila made a motion to approve Betty Pierce as the authorized Food Service Determining Official. Matt seconded motion. Motion carried 5-0.
13. Authorized Food Service Hearing Official – Kim Novack. Chantry made motion to approve Kim Novack as the Food Service Hearing Official. Matt seconded. Motion carried 5-0.
14. Designate USD 452 BOE President, Board Clerk, and Board Treasurer as authorized to sign checks drawn on the account #1467999, with three (3) signatures required. Wade made a motion to approve the authorization on signing checks. Chantry seconded the motion. Motion carried 5-0.
15. Authorize respective building principal and building secretary as authorized to sign building activity checks. In the principal's absence, the Superintendent of Schools will sign activity checks; in the secretary's absence, the Clerk of the Board or District Secretary will sign activity checks. Matt made a motion to authorize respective principals and building secretaries to sign activity checks. Sheila seconded the motion. Motion passed 5-0.
16. Authorized District KPERS Representatives – Melissa Wilson and Norma Pantoja. Wade made the motion that Melissa Wilson and Norma Pantoja be the authorized as District KPERS Representatives. Matt seconded the motion. Motion passed 5-0.
17. Rescind all BOE Policy Book actions established during the 2017-18 school year. Sheila made the motion to rescind all BOE Policy Books during the 2017-2018 school year. Matt seconded the motion. Motion passed 5-0.
18. Approve 54.5 cents per mile for privately owned automobiles, as authorized by the State of Kansas, K.S.A. 75-3203a, Secretary of Administration. Wade made a motion to approve the 54.5 cents per mile for private car usage. Chantry seconded the motion. Motion carried 5-0.
19. Per K.S.A. 72-5369, authorize Melissa Wilson to review records in storage for possible destruction of old records. Chantry made a motion to authorize Melissa Wilson to review records in storage and possible destruction of old records. Wade seconded the motion. Motion carried 5-0.
20. Adopt the annual waiver of requirements for generally accepted accounting principles – K.S.A. 75-1120a. Wade made the motion to adopt the annual

waiver of requirements for general accepted accounting principles. Chantry seconded the motion. Motion carried 5-0.

21. Coordinator for Homeless Children (if applicable) – Kim Novack. Sheila made the motion to approve Kim Novack as the Coordinator for Homeless Children. Matt seconded the motion. Motion carried 5-0.
22. Per K.S.A. 72-1113, designate Andrea Jones, Trevor Siebert as respective building truancy officers. Matt made the motion to designate Andrea and Trevor as respective building truancy officers. Sheila seconded the motion. Motion carried 5-0.
23. Per K.S.A. 72-1106, adopt the 1,116 hour calendar. Chantry made the motion to adopt the 1,116 hour calendar. Matt seconded the motion. Motion carried 5-0.
24. Approve resolution of payment of claims early and/or avoiding penalty. Sheila made the motion to approve the resolution of payment of claims early and/or avoiding penalty. Chantry seconded motion. Motion carried 5-0.
25. Approve student out-of-district transportation requests. Sheila made a motion of approve out-of-district transportation requests. Matt seconded the motion. Motion carried 5-0.
26. Appoint David Black as USD 452 School District Attorney. Chantry made the motion to appoint David Black as the School District Attorney. Sheila seconded the motion. Motion carried 5-0.
27. Appoint Kim Novack, Andrea Jones, and Trevor Siebert as hearing officers. Wade made the motion to approve Kim Novack, Andrea Jones and Trevor Siebert as the hearing officers. Sheila seconded it. Motion carried. 5-0.
28. Approve compliance with K.S.A. 75-4218: USD 452 BOE members will not participate in interactive communications in a series. Sheila made the motion to approve the compliance of K.S.A. 75-4218; USD 452 BOE members will not participate in interactive communication in a series. Matt seconded the motion. Motion carried 5-0.
29. Approval of building petty cash accounts; approval of officials fund in the Jr/Sr High School. Wade made a motion of approval of building petty cash accounts and of funds in the Jr/Sr High School. Chantry seconded the motion. Motion carried 5-0.
30. Approve Board President of KASB/USD 452 Governmental Relations Representative. Matt made a motion to approve the Board President of KASB/USD 452 Governmental Relations Representative. Sheila seconded the motion. Motion carried 5-0.

IX. DISCUSSION/ACTION ITEMS:

A. Enrollment Fees for 2018-2019 (D/A)

a. Approve fees for the 2018-2019 school year:

\$30.00 non-refundable textbook fee per student grades Pre K-12

\$30.00 non-refundable activity/athletic participation fee per student grades 7-12

\$15.00 non-refundable school owned instrument fee per student grades 5th – 12th

\$30.00 non-refundable chrome book computer usage fee per student grades 7-12

b. Meal Prices for 2018-2019:

<u>Emp.</u>	<u>Adult Visitor</u>	<u>Student Visitor</u>	<u>Jr/Sr High</u>	<u>Elem.</u>	<u>District</u>
Breakfast	\$3.25	\$2.25	\$2.25	\$2.05	\$2.50
Lunch	\$4.65	\$2.55	\$2.75	\$2.55	\$3.85

Seconds, for food items \$1.15

Seconds, for milk .45¢

Mrs. Novack said the fees are the same from last year, except for the meal prices should increase by \$0.10 as recommended by KSDE.

Sheila made a motion to approve the enrollment fees and meal prices with the additional \$0.10 school lunch price increase for the 2018-2019 school year. Chantry seconded it. Motion carried 5-0.

B. Milk Bid (I/D/A)

Matt made the motion to approve the low bid from CashWa as the supplier for milk in the 2018-2019 school year. Wade seconded the motion. Motion carried 5-0.

C. Appoint BOE Representative for High Plains Educations Coop (A)

Matt made a motion to have Wade continue as the representative for High Plains Education Coop. Sheila second it. Motion carried 5-0.

D. Per K.S.A. 72-8205, approve attached resolution to adopt the meeting schedules for USD 452 Board of Education regular meetings to be held during the 2018-2019 school year. This also includes the resolution to be able to adjourn a meeting and reschedule a meeting. (D/A)

Matt made a motion to adopt the 2018-2019 meeting dates and allowing the Board to adjourn a meeting and reschedule a meeting. Sheila second it. Motion carried 5-0.

E. Approve Jr./Sr. High School Student Handbooks for 2018-2019 (I/D/A)

Trevor Siebert discussed the changes and answered questions from the board in regards to the Jr./Sr. Handbook.

Wade made a motion to approve the Jr. /Sr. High School Student Handbook as presented for the 2018-2019 school year. Chantry second it. Motion carried 5-0.

F. Approve the Athletic/Activity Handbook for 2018-2019 (I/D/A)

Denise answered questions from the board pertaining to the handbook. The section pertaining to KSHSAA had revisions.

Sheila made a motion to approve the Athletic and Activities Handbook with the KSHSAA corrections for 2018-2019. Matt second it. Motion carried 5-0.

G. Adopt updated KASB policies (A)

Wade made a motion to adopt the updated KASB policies as proposed. Matt second it. Motion carried 5-0.

H. Adopt updated American Fidelity 403(b) Administrative Services Agreement (A)

The board discussed the updated American Fidelity 403(b) Administrative Services Agreement. This was tabled until the August meeting.

I. Bullying Prevention Policy Review (I/D/A)

No action.

Sheila made a motion to amend the Agenda to add 6J to include: Student Social Media Handbook. Matt second the motion. Motion carried 5-0.

J. Student Social Media (I/D/A)

Matt made a motion to approve the Student Social Media Guidelines. Sheila second it. Motion carried 5-0.

VII. EXECUTIVE SESSION:

A. (Personnel): The Purpose of the executive session is to discuss personnel matters and supplemental contracts.

Brian made a motion to go into executive session at 9:38 p.m. to discuss personnel matters and supplemental contracts, with Kim Novack, Trevor Siebert, and Andrea Jones, joining the board and the open meeting will resume in the board room at 9:48 p.m. Chantry second it. Motion carried 5-0.

Open Session at 9:48 p.m.

Brian made a motion to go into executive session at 9:49 p.m. to discuss personnel matters and supplemental contracts, with Kim, Trevor and Andrea, joining the board and the open meeting will resume in the board room at 9:52 p.m. Wade second it. Motion carried 5-0.

B. (Personnel): The Purpose of the executive session is to discuss personnel matters.

Brian made a motion to go into executive session at 9:53 p.m. to discuss personnel matters with Kim Novack joining the meeting and the open meeting will resume in the board room at 10:03 p.m. Sheila seconded the motion. Motion carried 5-0.

Open Session at 10:03 p.m.

Brian made a motion to go into executive session at 10:04 p.m. to discuss personnel matter with Kim joining the meeting and the open meeting will resume in the board room at 10:14 p.m. Wade second the motion. Motion carried 5-0.

Open Session at 10:14 p.m.

Brian made a motion to go into executive session at 10:14 p.m. to discuss personnel matters with Kim joining the meeting and the open meeting will resume in the board room at 10:19 p.m. Chantry second the motion. Motion carried 5-0.

Open Session at 10:19 p.m.

VIII. APPROVE RESIGNATIONS:

A. Bianca Nieto- Para

Wade made a motion to accept the resignation of Bianca Nieto, Sheila second it. Motion carried 5-0.

B. Diana Villaneva- Para

Sheila made a motion to accept the resignation of Diana Villaneva. Matt second it. Motion carried 5-0.

C. Homer Licon Leyva

Wade made a motion to approve the resignation of Homer Licon Leyva. Chantry second it. Motion carried 5-0.

IX. APPROVE CONTRACTS:

A. Supplemental Contracts

Chantry made a motion to approve supplemental contracts including Counselor, Jeri Howard, for additional paid contract days and the supplemental contract master list. Matt second it. Motion carried 5-0.

B. Part- time Math Teacher

Wade made the motion to approve Patsy Love as a part-time math teacher and dual-credit math teacher. Sheila second the motion. Motion carried 5-0.

I. ADJOURNMENT:

Sheila made a motion to adjourn at 10:24 p.m. Chantry seconded it. Motion carried 5-0.

Board President, Brian Peterson

Board Clerk, Melissa Wilson