

BOARD MINUTES
July 10, 2017

The Board of Education of Unified School District No. 273 met in regular session on Monday, July 10, 2017 at 6:30 P.M., with the following members present: Brent Budke, Jason Johnson, Sharra Odle, Tyler Odle and Monte Wessling. Also present were Jeff Travis, Superintendent; Doris Gasper, Clerk; Casey Seyfert, Beloit Jr.-Sr. High School Principal and Brady Dean, Beloit Elementary School Principal.

Jason Johnson called for nominations for President of the Board. Sharra Odle nominated Jason Johnson for President and Mike Riemann for Vice-President and that the nominations cease and that the Clerk cast a unanimous ballot for Jason Johnson for President and Mike Riemann for Vice-President for 2017-2018. The motion was seconded by Budke. Motion carried: 5 Yeas, 0 Nays.

President Johnson called the meeting to order.

Guests present were: Kayla Bonebrake, Terry Bailey, Joe File and Chad Hallack.

A motion was made by T. Odle, seconded by S. Odle, to adopt the amended agenda by changing Item 7f) Determining Official for Free/Reduced Price Meals is Nathalie Wessling and adding Item 22a) Redesign of public vote. Motion carried: 5 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to approve the consent agenda with this motion, the following were approved:

- Minutes of June 12, 2017 meeting;
- Payment of Bills and Claims;
- Revenue Journals;
- BOE, BES and BJSHS Activity Funds;
- Contracts for:
Keith Allen, Head Custodian, Beloit Elementary School.

Motion carried: 5 Yeas, 0 Nays.

BILLS

PAID JUNE 2, 2017

BlueCross BlueShield of Kansas 19,378.58

PAID JUNE 16, 2017:

BlueCross BlueShield of Kansas 38,236.50

PAID JUNE 5, 2017

Advance Life Ins of Kansas 1,006.77

PAID JUNE 19, 2017:

BlueCross BlueShield of Kansas 31,578.47

Delta Dental of Kansas 10,522.36

Department of Treasury 772.52

PAID JUNE 9, 2017:

BlueCross BlueShield of Kansas 23,941.81

Zachary's Ace Hardware 3,299.00

TOTAL 27,240.81

TOTAL 42,873.35

PAID JUNE 20, 2017:		PAID JUNE 27, 2016:	
KS Dept of Revenue	8.00	ACT Aspire	3,750.00
		Cris Adams	17.16
PAID JUNE 21, 2017:		All American Book	356.50
National Geographic Society	316.80	AMERESCO, Inc.	475.00
		Amanda Anderson	180.84
PAID JUNE 22, 2017:		Kristi Arasmith	201.70
CDW Government, Inc.	1,223.66	Beloit Auto & Truck Plaza	138.39
		Beloit City	6,847.72
PAID JUNE 23, 2017:		Beloit Medical Center, PA	1,180.00
Card Services	6,951.97	Tonja Bisnette	158.37
BC/BS	38,191.47	Boettcher Supply Inc.	1,028.01
TOTAL	45,143.44	Brookes Publishing	610.15
		Tanya Buser	32.26
PAID JUNE 30, 2017:		Byte Speed	6,800.00
BlueCross BlueShield of Kansas	36,837.14	Carrico Implement	78.65
		Cawker City Ledger	60.75
PAID JUNE 20, 2017: June Payroll			
Withholdings		CDW Government, Inc	2,085.60
MG Trust	425.00	CenterPoint Energy	860.10
American Fidelity Assurance	10,158.80	Dawn Chandler	54.22
American Fidelity Assurance Co	6,045.00	Cintas Fire Protection	1,871.35
Flex Account Administration	6,852.28	City of Beloit	12,776.34
Carl B. Davis	558.00	Linda S. Cox	25.68
Guaranty State Bank	133,316.79	Dash Medical Gloves	245.40
KS Payment Center	285.00	Dollar General	82.15
Klenda Law Collections	7.23	DS Busline, Inc.	313.65
KPERS	34,714.02	E Special Needs	137.90
KPERS-Optional Life	323.69	Lynn Feldmann	71.26
KPERS-Summer Optional Life	31.24	Fouts Insurance LLC	247.00
KPERS-Lic'd Retired Employees	1,928.31	Fun and Function	48.93
KS Department of Revenue	15,907.04	Hiserote Trash Removal	172.00
KS Employment Security Fund	533.56	Wayne Huggins	145.00
Janet Porter, Treasurer	576.00	Grant E. Ingram	9.73
Thompson's OK Tire	7.23	Heather Isbell	115.98
Security Benefit Life Ins. Co.	100.00	Jostens	12.34
USD 273 Health Reserve	90,387.45	Kaplan Early Learning	499.95
Waddell & Reed, Inc.	1,350.00	Keystone Learning	30.00
Windham Professionals	59.23	Jill Klos	127.33
TOTAL	303,565.87	Krier's Auto Parts Inc.	498.21
		Kelsey Krier	194.21

Lakeshore Learning	534.69	WeVideo	838.50
Renee Mason	197.30	Wieser Educational, Inc.	1,071.30
Amanda McGuire	568.73	Zachary's Ace Hardware	<u>1,549.43</u>
Mitchell Co. Health Dept	70.00	TOTAL	93,345.31
Mitchell County Solid Waste	25.20		
North Cntrl KS Sp Ed Coop West	3,132.00	FUND SUMMARY:	
Sarah Norman	196.80	GENERAL FUND	19,384.46
Rodney A. Palen	112.89	SUPPLEMENTAL GENERAL	23,460.42
Pearson Assessments	864.84	CAPITAL OUTLAY	9,051.50
Peter Zarat & Sons	57.00	DRIVER TRAINING	882.49
Pitney Bowes Inc.	298.83	I/T & TARGETED IMPR PLAN	1,585.57
Positive Promotions	110.95	PROFESSIONAL DVLPMT	1,180.00
United States Postal Service	800.00	PARENT EDUCATION FUND	1,692.99
Prairie Fire Coffee	136.25	VOCATIONAL EDUCATION	3.99
Pur-O-Zone	286.31	COOP SPECIAL EDUCATION	12,425.06
Quill Corporation	2,365.92	MEDICAID	8,551.95
Rack Performance	600.00	SMART START (MCPC)	<u>15,126.88</u>
Jill Ramsey	130.54	TOTAL	93,345.31
Ray's Applemarket	562.19		
Gregory P. Renter	12.42		
Ricoh USA Inc	11,259.21	PAID JUNE 28, 2017: Cleanup	
S&S Drug Company	38.68	Payroll Withholdings:	
School Datebooks, Inc.	353.12	American Fidelity Assurance	149.90
School Health	40.66	Flex Account Administration	240.00
School Specialty	63.22	Guaranty State Bank	8,934.50
Shamburg Oil Co., Inc.	1,595.39	KPERS	2,056.02
Smoky Hill/Central KS ESC	2,331.93	KPERS-Optional Life	24.45
Solomon Valley Home Center	1,670.81	KS Department of Revenue	1,094.10
Southwest Paper Co. Inc.	147.98	KS Employment Security Fund	31.18
Southwest Strings	126.20	USD 273 Health Reserve	<u>2,233.00</u>
Subway of Beloit	92.00	TOTAL	14,763.15
The Library Store	289.95		
Tom's Music House	586.73	PAID July 10, 2017:	
Turf Solutions	1,227.00	Beloit Auto & Truck Plaza	85.78
Crop Production Services	118.94	Beloit City	4,500.00
USD 273 Food Service	4,394.80	Beloit Greenhouse	74.00
TAESE/USU	1,470.00	Beloit Elem School Petty Cash	1,000.00
Verizon Wireless	1,897.59	Beloit Jr-Sr High School Petty Cash	1,000.00
Wall-To-Wall Carpet	8,579.18	Blade-Empire Publishing	683.65

Board Office Petty Cash	1,500.00	PAID JUNE 28, 2017: July Lump	
Boettcher Supply Inc.	34.54	Sum Payroll Withholdings:	
Brookes Publishing	239.22	MG Trust	400.00
Cunningham Telephone	3,099.90	American Fidelity Assurance	1,879.61
Dean's Cleaning	1,199.00	American Fidelity Assurance Co	1,950.00
Farmway Coop, Inc.	32.33	Flex Account Administration	1,379.15
Fouts Insurance LLC	131,159.00	Guaranty State Bank	33,924.45
HQ H20 Inc.	112.00	KPERS	8,390.91
Keystone Learning	30.00	KPERS-Optional Life	107.70
Kansas Gas Service	38.34	KPERS-Lic'd Retired Employees	1,105.39
Matheson Tri-Gas Inc.	161.06	KS Department of Revenue	4,307.60
Pitney Bowes Inc.	649.83	KS Employment Security Fund	130.88
Postmaster	144.00	Janet Porter, Treasurer	288.00
Quill Corporation	41.62	Security Benefit Life Ins. Co.	100.00
Reliance Standard	1,844.16	USD 273 Health Reserve	16,608.59
Smoky Hill Educ Serv Center	300.00	Waddell & Reed, Inc.	500.00
St. Johns Catholic School	1,164.00	TOTAL	71,072.28
Waconda Trader	237.60		
TOTAL	149,330.03	PAID JUNE 29, 2017: Aug. Lump	
		Sum Payroll Withholdings:	
FUND SUMMARY:		MG Trust	400.00
GENERAL FUND	108,995.76	American Fidelity Assurance	1,660.35
SUPPLEMENTAL GENERAL	2,689.22	American Fidelity Assurance Co	1,850.00
AT-RISK (4 YR OLD)	484.92	Flex Account Administration	1,299.15
AT-RISK (K-12)	1,293.12	Guaranty State Bank	33,582.05
CAPITAL OUTLAY	494.28	KPERS	7,862.14
DRIVER TRAINING	85.78	KPERS-Optional Life	103.85
TITLE II-A TEACHER QUALITY	1,164.00	KPERS-Lic'd Retired Employees	1,105.38
FOOD SERVICE	484.92	KS Department of Revenue	4,298.73
PROFESSIONAL DEVELOPMNT	75.00	KS Employment Security Fund	128.30
PARENT EDUCATION FUND	5,714.15	Janet Porter, Treasurer	240.00
VOCATIONAL EDUCATION	969.26	Security Benefit Life Ins. Co.	100.00
HEALTH CARE SERV RESERVE	1,844.16	USD 273 Health Reserve	12,480.00
COOP SPECIAL EDUCATION	21,987.43	Waddell & Reed, Inc.	500.00
MEDICAID	676.56	TOTAL	65,609.95
SMART START (MCPC)	2,371.47		
TOTAL	149,330.03		

PAID JULY 20, 2017: Payroll Withholdings:		PAID AUG 19, 2016: Payroll Withholdings:	
American Fidelity Assurance	4,173.83	American Fidelity Assurance	3,781.07
American Fidelity Assurance	2,750.00	American Fidelity Assurance	2,750.00
Flex Account Administration	3,103.98	Flex Account Administration	2,745.32
Guaranty State Bank	58,805.37	Guaranty State Bank	52,182.63
KPERS	15,461.60	KPERS	13,312.37
KPERS-Optional Life	64.15	KPERS-Optional Life	64.15
KPERS-Licensed Retired Employees	667.83	KPERS-Lic'd Retired Employees	667.83
KS Department of Revenue	7,511.11	KS Department of Revenue	6,577.80
KS Employment Security Fund	229.39	KS Employment Security Fund	203.13
Janet Porter, Treasurer	288.00	Janet Porter, Treasurer	288.00
USD 273 Health Reserve	32,313.90	USD 273 Health Reserve	26,073.90
Waddell & Reed, Inc.	650.00	Waddell & Reed, Inc.	450.00
TOTAL	126,019.16	TOTAL	109,096.20

The superintendent reported on: Resignation of Greg Shamburg, board member, effective June 30, 2017 and taking applications for appointment to the position; Budget meeting will be Monday, July 17, 2017 in Salina; Health Insurance update; Jamie Conn received a presidential award from OPAA!; Board Tour will be Friday, August 11 at 4:00 p.m. starting at the Jr.-Sr. High School then Sp.Ed., MCELCLC and Elementary School; Vehicle Opening bids from Beloit Auto and Beloit Motor for a suburban.

A motion was made by S. Odle, seconded by Budke, to approve board of education appointments for the 2017-2018 school year. Motion carried: 5 Yeas, 0 Nays. With this motion the following were approved:

- a). Doris Gasper – Clerk of Board
- b). Kelsey Krier – Deputy Clerk of Board
- c). Tiffany Schroeder – District Treasurer
- d). Jim Johnson – Board Attorney
- e). Sharra Odle – KASB Governmental Relations Network

A motion was made by T. Odle, seconded by S. Odle, to approve the following board of education designations for the 2017-2018 school year. Motion carried: 5 Yeas, 0 Nays. With this motion the following were approved:

- a). That the regular board meetings for the 2017-2018 fiscal year be set on the second Monday of each month, said meeting be at 6:30 P.M. at the Board of Education Office.
- b). That Guaranty State Bank and Trust Company of Beloit, Central National Bank, First National Bank of Beloit and First National Bank & Trust (Solomon Valley Bank) as depositories for Unified School District No. 273.
- c). That the Beloit Call be appointed as official newspaper.
- d). Appoint Mr. Casey Seyfert, Jr.-Sr. High Principal; Mr. Brady Dean, Elementary Principal; and Mrs. Karen Niemczyk, Special Education Director, as the school

employees responsible for reporting truanancies in accordance with the statutes of the State of Kansas for the 2017-2018 school year.

- e). Appoint Nathalie Wessling as Food Service Representative for 2017-2018.
- f). Appoint Nathalie Wessling as determining official for free/reduced price meals.
- g). Appoint Jeff Travis as hearing official for free/reduced price meals.
- h). Appoint Doris Gasper as the authorized representative for KPERS and Public Information Officer.
- i). Appoint Jeff Travis as an additional signer for KPERS.
- j). Designate Casey Seyfert, Brady Dean and Karen Niemczyk to notify teachers and others about students with a history of dangerous behavior.
- k). Designate Jeff Travis as compliance coordinator for federal anti-discrimination laws including Title VI, Title VII, Title IX and Section 504 (ADA).
- l). Designate Jeff Travis as the representative for federal funds.
- m). Designate Jeff Travis as representative to apply for funding for FY18 "Consolidated Plan".

A motion was made by Budke, seconded by Wessling, to approve the following:

- a). Milk prices

Students K-6	\$.45
Adults	\$.45
- b). Reimbursement mileage rate – 53.5 cents per mile.
- c). Driver Education fees

In District	\$122.00
Out of District	\$202.00

The fee includes the permit fee.
- d). Textbook fees

PreK-6 grade	\$35.00
7 th -12 th grade	\$35.00
- e). Activity fees

Student	\$20.00
Individual Adult	\$37.50
Family	\$75.00

Motion carried: 5 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to approve/establish the Petty Cash Accounts (Board Office \$1,500.00; Elementary School \$1,000.00; Jr.-Sr. High School \$1,000.00). Motion carried: 5 Yeas, 0 Nays.

A motion was made by T. Odle, seconded by Budke, to adopt the early payment request policy per KSD 12-105 (b) for fiscal year ending June 30, 2018. Motion carried: 5 Yeas, 0 Nays.

A motion was made by T. Odle, seconded by Budke, to waive the provisions of GAAP and fixed asset accounting for FY18. Motion carried: 5 Yeas, 0 Nays.

The board reviewed the 2017-2018 school calendar and a motion was made by S. Odle, seconded by Budke, to adopt the 1,116 hour calendar option for 2017-2018 school year. Motion carried: 5 Yeas, 0 Nays.

A motion was made by T. Odle, seconded by Budke, to adopt resolutions for Beloit Elementary and Beloit Jr.-Sr. High School activity funds. Motion carried: 5 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to authorize the superintendent to dispose of surplus property during the 2017-2018 school year. Motion carried: 5 Yeas, 0 Nays.

A motion was made by T. Odle, seconded by Budke, to set the graduation date for Saturday, May 19, 2018 at 11:00 A.M. at the Beloit Jr.-Sr. High School. Motion carried: 5 Yeas, 0 Nays.

A motion was made by Budke, seconded by S. Odle, to set the following credit card limits: Jeff Travis \$5,000; Karen Niemczyk \$2,000; Casey Seyfert \$2,000; Brady Dean \$2,000; Kyle Beisner \$2,000; Cassie Kopsa \$2,000 and all other credit cards with a \$2,000 limit. Motion carried: 5 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to approve the amendment to Board Policy EE-Food Service Management. The amendment includes the requirements for unpaid meal charges. Motion carried: 5 Yeas, 0 Nays.

A motion was made by Budke, seconded by T. Odle, to approve the recommended board policy changes as recommended by KASB and the superintendent. The policies are: AEB-Extended School Year; EBC-Security; GAOC-Use of Tobacco Products in School Buildings; GAF-Staff-Student Relations; IDEA-Student Privacy Policy; JBE-Truancy; JCDA-Smoking; JCDBB-Weapons; JDDDB-Reporting to Law Enforcement; KGB-Concealed Observations. Motion carried: 5 Yeas, 0 Nays.

A motion was made by Budke, seconded by Wessling, to accept the resignation of Greg Shamburg, board member, effective June 30, 2017. Motion carried: 5 Yeas, 0 Nays.

A motion was made by T. Odle, seconded by Budke, to approve a 3% salary increase for all classified employees, psychologists and administrators and \$900 on the base for all teachers, plus movement of steps for the 2017-2018 school year and to rescind the motion that was made at the May 8, 2017 board meeting regarding salary and bonus. Motion carried: 5 Yeas, 0 Nays.

The board tabled any action on Health Insurance.

A motion was made by Budke, seconded by Wessling, to approve the bid from Beloit Auto and Truck Plaza for \$40,589 for the purchase of a 2018 Ford Expedition. Motion carried: 5 Yeas, 0 Nays.

A motion was made by Budke, seconded by T. Odle, to show publicly that the USD273 Board of Education supports participating in the Kansas Education Redesign project. Motion carried: 5 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, that the meeting adjourn. Meeting adjourned at 8:00 p.m. Motion carried: 5 Yeas, 0 Nays.

President, Board of Education

Clerk, Board of Education