

BOARD MINUTES

July 13, 2015

The Board of Education of Unified School District No. 273 met in regular session on Monday, July 13, 2015, at 7:30 P.M., with the following members present: Brent Budke, Jason Johnson, Sharra Odle, Tyler Odle, Greg Shamburg and Monte Wessling. Also present were Jeff Travis, Superintendent; Doris Gasper, Clerk; Casey Seyfert, Beloit Jr.-Sr. High School Principal; Karen Niemczyk, Special Education Director and Brady Dean, MCPC/MCELC Executive Director.

Jason Johnson called for nominations for President of the Board. Sharra Odle nominated Jason Johnson for President. Budke made a motion that the nominations cease and that the Clerk cast a unanimous ballot for Jason Johnson for President for 2015-2016. The motion was seconded by Budke. Motion carried: 6 Yeas, 0 Nays.

Brent Budke nominated Mike Riemann for Vice-President. Sharra Odle made a motion that the nominations cease and that the Clerk cast a unanimous ballot for Mike Riemann for Vice-President. The motion was seconded by Sharra Odle. Motion carried: 6 Yeas, 0 Nays.

Johnson called the meeting to order.

Guests present were: Heather File, Jeff Bates, Chad Hallack and Terry Bailey (7:35 p.m.)

A motion was made by Shamburg, seconded by Budke, to adopt the amended agenda by adding to Item 3d) Personnel – Resignation of Alida Draayer, Paraeducator, Beloit Elementary School; and changing Item 24: Executive Session–Personnel Matters to Executive Session-Student Matters. Motion carried: 6 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 8, 2015 meeting;

- Payment of Bills and Claims;

- Revenue Journals;

- Contracts for:

- Jodi Lomax, Teacher Aide, Mitchell County Early Learning Center;

- Megan McMillan, Third Grade Teacher, Beloit Elementary School;

- Britanee Serrault, Teacher Aide, Mitchell County Early Learning Center;

- Janet Porter, Lead Teacher, Beloit Elementary School.

- Resignations of:

- Carol Johnson, Paraeducator, Beloit Elementary School;

- Alida Draayer, Paraeducator, Beloit Elementary School.

Motion carried: 6 Yeas, 0 Nays.

BILLS

PAID JUNE 3, 2015		BJSHS	1,331.75
Advance Life Ins of KS	955.71	Beloit Medical Center	300.00
		Bieberly Architects	4,800.00
PAID JUNE 5, 2015:		Tonja Bisnette	117.60
BC/BS	13,852.62	BJSHS Petty Cash	197.00
		Blade-Empire Publishing	70.40
PAID JUNE 10, 2015:		Boettcher Supply	572.71
Hosfelt Paving	33,271.00	Boys Town Press	333.12
KS Dept of Revenue	94.00	Bumper to Bumper	115.01
TOTAL	33,365.00	Tanya Buser	102.42
		Byte Speed	4,710.00
PAID JUNE 12, 2015:		Brandon Callaway	439.71
Kansas Gas Service	225.53	Carrico Implement	262.27
BC/BS	31,608.90	Catlin's Friendly Apple Market	900.76
Delta Dental	10,037.54	Cawker City Ledger	58.50
BC/BS	12,203.03	CDW Government, Inc	5,714.10
TOTAL	54,075.00	Dawn Chandler	175.84
		Tammy Channell	76.04
PAID JUNE 19, 2015:		Clubhouse Inn	177.62
BC/BS	19,411.15	Randi Conard	272.16
		Linda Cox	103.04
PAID JUNE 23, 2015		Cunningham Telephone	215.25
Card Services	3,688.96	Sarah DePew	26.88
Gayle Mahin	57.12	Dollar General	256.20
Kelly Leake	16.80	DS Busline	45,500.00
KS Dept. of Revenue	2.00	ESSDACK	276.01
TOTAL	3,764.88	Evan-Moor	115.42
		Farmway Coop, Inc.	42.00
PAID JUNE 25, 2015		Geisler Roofing	15,599.55
AAPC Publishing	23.95	Emily Girard	272.50
Jennifer Adolph	39.00	Penny Grotz	9.80
Ameresco	950.00	Michelle Hahn	210.00
Amanda Anderson	267.68	Kayla Hamilton	145.00
Kristi Arasmith	267.68	Hiserote Trash Removal	172.00
Lela Arnoldy	78.40	Hosfelt Paving	61,789.00
B&C Bus Co	36,194.72	HQ H20/Culligan	88.00
Banner Restaurant	31.43	Heather Isbell	291.20
Kyle Beisner	1,357.28	Natalie Koch	6.80
Beloit Call	85.90	Kelsey Krier	235.20

Kuder, Inc.	250.00	Shamburg Oil	1,006.69
Sandy Labertew	53.76	Shopko	308.54
Lakeshore Learning	285.88	Smoky Hill/Central KS ESC	2,390.00
Katrine Larson	35.84	Solomon Valley Home Center	1,513.92
Learning Resources	79.99	Southwest Paper Co.	716.41
Lincoln Sentinel	90.00	St. John's Catholic Schools	1,208.00
Sharon Markley	528.84	Subway	80.00
Karen Martin	17.25	Sysco of Kansas City	3,167.61
Renee J. Mason, RPT	297.36	Today's Office Products	73.08
Amanda McGuire	629.58	USD #273 Food Service	7,496.20
Steven Meier	328.16	Weis Fire and Safety	594.00
Mitchell Co. Health Dept	50.00	Zachary's Ace Hardware	969.42
Mitchell Co. Solid Waste	3,368.60	TOTAL	277,169.22
NCK Technical College	111.50		
Nex-Tech	86.25	FUND SUMMARY:	
Sara Niehues	23.52	GENERAL FUND	24,447.76
Kansas One-Call System	5.00	SUPPLEMENTAL GENERAL	26,822.43
Karen Pahls	178.96	CAPITAL OUTLAY	138,790.25
PAR Incorporated	76.00	DRIVER TRAINING	400.88
Brandy Paul	51.00	Title II-A TEACHER QUALITY	1,208.00
Pearson Assessments	100.35	FOOD SERVICE	203.80
Pearson Clinical	257.15	PROFESSIONAL DEV.	490.00
Pearson Education	48,541.08	PARENT ED. FUND	1,551.77
Pitney Bowes	616.83	VOCATIONAL EDUCATION	50.66
Postmaster	196.00	GIFTS & GRANTS	2,840.00
United States Postal Service	1,000.00	TEXTBOOK & STUDENT REV	48,541.08
Prairie Fire Coffee	361.70	COOP SPECIAL ED.	9,386.33
Pro-Ed	41.80	MEDICAID	14,432.49
Pur-O-Zone	240.41	SMART START (MCPC)	8,003.77
Quill	12,099.98	TOTAL	277,169.22
Jill Ramsey	142.69		
Really Good Stuff	98.23	PAID JUNE 20, 2015:	
Remedia Publications	37.98	June Payroll Withholdings:	
Renew	240.00	MG Trust - 403B ASP	425.00
Gregory Renter	59.98	American Fidelity Assurance	9,382.14
Ricoh USA	876.17	American Fidelity Assurance	5,920.00
Tammara Roberts	9.57	Flex Account Administration	10,943.11
School Datebooks	458.07	Guaranty State Bank	138,180.11
School Specialty	283.95	KS Payment Center	285.00
Tiffany Schroeder	59.02	KPERS	37,258.27

KPERS-Optional Life	325.89	EcoWater of NCK	17.00
KPERS-Lic'ed Retired Employ.	3,211.38	FES LLC (SOCS)	4,925.00
KS Department of Revenue	16,472.29	Ben Finney	19.50
KS Employment Security Fund	1,330.82	Fouts Insurance LLC	71,939.00
Janet Porter, Treasurer	576.00	Fraiser & Johnson	1,950.00
Security Benefit Life Ins. Co.	200.00	Janelle Gengler	19.50
USD 273 Health Reserve	107,772.82	Jostens	16.87
Waddell & Reed, Inc.	1,825.00	Kansas One-Call System	5.00
Windham Professionals	35.87	Kansas Gas Service	36.88
TOTAL	133,496.83	Lego Education	9,879.99
		Matheson Tri-Gas	9,175.14
PAID JUNE 26, 2015:		MacGill Discount School	54.32
BC/BS	20,991.97	Oriental Trading	148.37
		Rodney Palen	2,420.00
PAID JUNE 26, 2015:		The Phone Connection	1,500.00
Cleanup Payroll Withholdings:		Postmaster	144.00
American Fidelity Assurance	57.60	Prairie Fire Coffee	47.90
Flex Account Administration	333.34	Pro-Ed	133.10
Guaranty State Bank	9,556.45	Pur-O-Zone	117.59
KPERS	2,934.54	Pyramid School Products	337.84
KPERS-Optional Life	22.65	Quill Corporation	1,123.04
KPERS-Lic'ed Retired Employ.	140.46	Soul Riedel	19.50
KS Department of Revenue	1,004.56	Smoky Hill/Central KS ESC	5,709.06
KS Employment Security Fund	105.80	Solomon Valley Home Center	310.46
USD 273 Health Reserve	2,242.00	SEK Education Service	6,500.00
TOTAL	16,397.40	St. Joseph Inst. for the Deaf	165.00
		Superior Publishing Co.	22.50
PAID July 13, 2015:		Reagan Swisher	10.95
All American Sports	1,047.91	Today's Office Products	60.00
Beloit Auto & Truck Plaza	40.44	Touchboards.com	8,796.57
BES Petty Cash	1,000.00	Vision Communications	315.00
BJSHS Petty Cash	1,000.00	Weis Fire and Safety	157.73
Blade-Empire Publishing	132.75	TOTAL	628,075.92
BOE Petty Cash	1,500.00		
Byte Speed	3,585.00	FUND SUMMARY:	
CDW Government, Inc.	78.01	GENERAL FUND	74,703.76
City of Beloit	10,050.86	SUPPLEMENTAL GENERAL	28,520.74
Continuum Retail Energy	576.98	CAPITAL OUTLAY	10,685.04
Cunningham Telephone	3,167.34	DRIVER TRAINING	88.95

Discount School Supply	1,874.15	FOOD SERVICE	133.00
PROFESSIONAL DEV.	276.00	Security Benefit Life Ins. Co.	100.00
PARENT ED. FUND	524.03	USD 273 Health Reserve	7,239.87
VOCATIONAL ED.	9,175.14	Waddell & Reed, Inc.	200.00
GIFTS & GRANTS	10,113.80	TOTAL	749,747.28
COOP SPECIAL			
EDUCATION	2,029.75		
MEDICAID	7,429.13	PAID JULY 20, 2015:	
SMART START (MCPC)	6,854.91	Payroll Withholdings:	
TOTAL	628,075.92	MG Trust - 403B ASP	400.00
		American Fidelity Assurance	4,579.04
PAID JUNE 29, 2015:		American Fidelity Assurance	3,455.00
July Lump Sum Payroll Withholdings:		Flex Account Administration	7,236.03
American Fidelity Assurance	659.30	Guaranty State Bank	73,392.44
American Fidelity Assurance	725.00	KPERS	19,752.52
Flex Account Administration	913.33	KPERS-Optional Life	161.35
Guaranty State Bank	14,981.48	KPERS-Lic'ed Retired Employ.	1,361.93
KPERS	3,978.85	KS Department of Revenue	9,216.48
KPERS-Optional Life	101.95	KS Employment Security Fund	692.25
KPERS-Lic'ed Retired Employ.	379.22	Janet Porter, Treasurer	480.00
KS Department of Revenue	1,955.55	USD 273 Health Reserve	36,502.87
KS Employment Security Fund	139.67	Waddell & Reed, Inc.	1,425.00
Janet Porter, Treasurer	96.00	TOTAL	158,654.91
Security Benefit Life Ins. Co.	100.00		
USD 273 Health Reserve	9,013.87	PAID AUGUST 20, 2015:	
Waddell & Reed, Inc.	200.00	Payroll Withholdings:	
TOTAL	33,244.22	MG Trust - 403B ASP	400.00
		American Fidelity Assurance	3,747.08
PAID JUNE 29, 2015:		American Fidelity Assurance	3,455.00
Aug. Lump Sum Payroll Withholdings:		Flex Account Administration	5,060.64
American Fidelity Assurance	547.70	Guaranty State Bank	64,206.81
American Fidelity Assurance	725.00	KPERS	17,102.50
Flex Account Administration	913.33	KPERS-Optional Life	161.35
Guaranty State Bank	13,968.16	KPERS-Lic'ed Ret. Employee	1,361.93
KPERS	3,698.02	KS Department of Revenue	8,006.44
KPERS-Optional Life	98.25	KS Employment Security Fund	603.64
KPERS-Lic'ed Retired Employee	379.22	Janet Porter, Treasurer	384.00
KS Department of Revenue	1,837.81	USD 273 Health Reserve	31,550.87
KS Employment Security Fund	130.52	Waddell & Reed, Inc.	1,225.00
Janet Porter, Treasurer	96.00	TOTAL	137,265.26

Heather File gave the Beloit Elementary School PTO Report.

The superintendent reported on the Beloit Elementary School Building Addition Report; DS Bus Contract; BC/BS Health Insurance Report (3% decrease in premiums but will need to increase \$20 on employer contributions); Handed Out and Reviewed Unencumbered Cash Balances for FY15; School Board Elections Have Been Moved from Spring to Fall (board member will be taking office in December 2017); and Handed Out Swindoll, Janzen, Hawk and Loyd Auditors Letter.

Jeff Bates addressed the board regarding suggested additions to the Uncompensated Leave Policy (GARH-R). (See attachment).

A motion was made by S. Odle, seconded by Budke, to approve board of education appointments for the 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays. With this motion the following were approved:

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

A motion was made by Budke, seconded by Shamburg, to approve the following board of education designations for the 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays. With this motion the following were approved:

- a). That the regular board meetings for the 2015-2016 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 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, Interim Elementary Assistant 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 2015-2016 school year.
- e). Appoint Nathalie Wessling as Food Service Representative for 2015-2016.
- f). Appoint the Elementary Principal and Jr.-Sr. High School Principal or their designee as determining officials 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 FY16 "Consolidated Plan".

A motion was made by Budke, seconded by S. Odle, to approve the following:

- a). Milk prices

Students K-6	\$.45
Adults	\$.45

- b). Reimbursement mileage rate – 57 cents per mile.

- c). Driver Education fees

In District	\$120.00
Out of District	\$200.00

- d). Textbook fees

PreK-6 grade	\$35.00
7 th -12 th grade	\$35.00

- e). Activity fees

Student	\$20.00
Individual Adult	\$32.50
Family	\$65.00

Motion carried: 6 Yeas, 0 Nays.

A motion was made by Budke, seconded by S. Odle, 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: 6 Yeas, 0 Nays.

A motion was made by Shamburg, seconded by Budke, to adopt the early payment request policy per KSD 12-105 (b) for fiscal year ending June 30, 2016. Motion carried: 6 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to waive the provisions of GAAP and fixed asset accounting for FY16. Motion carried: 6 Yeas, 0 Nays.

The board reviewed the 2015-2016 school calendar and a motion was made by Budke, seconded by S. Odle, to adopt the 1,116 hour calendar option for 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to adopt resolutions for Beloit Elementary and Beloit Jr.-Sr. High School activity funds. Motion carried: 6 Yeas, 0 Nays.

A motion was made by Budke, seconded by S. Odle, to approve a contract with DS Bus Company to provide student transportation services for 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays.

A motion was made by Budke, seconded by S. Odle, to authorize the superintendent to dispose of surplus property during the 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays.

There was no preliminary budget to review as the budget meeting was today in Salina.

A motion was made by Budke, seconded by S. Odle, to set the graduation date for Saturday, May 21, 2016 at 11:00 A.M. at the Beloit Jr.-Sr. High School. Motion carried: 6 Yeas, 0 Nays.

There was no action taken on Mr. Bates' uncompensated leave request changes. It is to be brought back to the August board meeting.

A motion was made by Budke, seconded by Shamburg, to approve a credit card for Kyle Beisner, Assistant Jr.-Sr. High School Principal. Motion carried: 6 Yeas, 0 Nays.

A motion was made by Budke, seconded by S. Odle, to approve a credit card for Brady Dean, Mitchell County Partnership for Children Executive Director. Motion carried: 6 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, 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: 6 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to approve a contract with NCKESEC Interlocal #636 for Theresa Niblock for hearing impaired/visually impaired services for the 2015-2016 school year. Motion carried: 6 Yeas, 0 Nays.

A motion was made by S. Odle, seconded by Budke, to approve Board Policy IDAE – Student Data Privacy Act. Motion carried: 6 Yeas, 0 Nays.

S. Odle moved that the Board of Education go into executive session at 9:00 p.m. for the purpose of discussing matters relating to actions adversely or favorable affecting a person as a student because if this matter were discussed in open session it might invade the privacy of those discussed and that the Board of Education reconvene into open session at 9:15 p.m. in this room with Mr. Travis and Mrs. Niemczyk remaining. The motion was seconded by Budke. Motion carried: 6 Yeas, 0 Nays.

The meeting reconvened at 9:15 p.m.

A motion was made by Shamburg, seconded by Budke, that the meeting adjourn. Meeting adjourned at 9:20 p.m. Motion carried: 6 Yeas, 0 Nays.

President, Board of Education

Clerk, Board of Education