

BOARD BRIEFS

July 8, 2021

Approval of Minutes

As recommended the board approved the minutes of the regular meeting on June 14, 2021.

Approval of Building Financials

As recommended the board approved the financial reports from each building and the addition of one new account line in the Buhler High School activity fund named Blessings Box.

Appointments by the Board of Education as Required by State Statutes

- i) Clerk of the Board (Wendy Neill) and Deputy Clerk (Shane Hecox)
- ii) Treasurer of the Board (Donna Kleinschmidt) and Assistant Treasurer (Tanya Emery)
- iii) Official KPERS Agent (Donna Kleinschmidt)
- iv) Designated School Food Service Representative (Kay Cox) and Hearing Officer (Donna Kleinschmidt)
- v) Designated Administrator of Federal Programs (Cindy Couchman)
- vi) Designated Building Administrators to report truancy to appropriate authorities (All building principals and assistant principals)
- vii) Designated ADA Compliance Officer (Cindy Couchman)
- viii) School District Attorney (Stan Hill)
- ix) Designated Official Newspaper (The Hutchinson News)

Consideration of Resolutions Required by State Statutes

- i) Annual waiver of generally accepted accounting principles (GAAP waiver)
- ii) Authorizing the business manager to pay bills prior to board approval
- iii) Assuring compliance with the Title VI, Title VII, Title IX and Section 504
- iv) Affixing bonds for treasurer and others
- v) Determining depositories of all school district funds for 2021-2022
- vi) Determining the date, time and place for board of education meetings for the 2021-2022 school year.
- vii) Resolution establishing petty cash funds - District Office
- viii) Resolution establishing petty cash funds - Buhler High School
- ix) Resolution establishing petty cash funds - Prairie Hills Middle School
- x) Resolution establishing petty cash funds - Buhler Grade School
- xi) Resolution establishing petty cash funds - Plum Creek Elementary School
- xii) Resolution establishing petty cash funds - Union Valley Elementary School

- xiii) Authorization for the high school and middle school principals to collect and oversee the accounting and deposit of gate receipts in the activity fund.
- xiv) Authorization to dispose of school property valued at \$5,000 or less
- xv) Authorization to refinance bonds
- xvi) Establishing the School Term for the District

Motion to rescind any and all policy statements from the minutes of all Board meetings during 2020-2021

As recommended the board rescinded all policy statements found in the minutes of USD 313 Board of Education special and regular meetings prior to June 30, 2020 and adopted the district policy manual as recommended by the Superintendent to govern the school district during the 2021-2022 fiscal year, subject to periodic review, amendment and revision by the Board of Education.

Resignation of Licensed Staff

As recommended the board accepted the resignation of Greg Cyrier, Director of Technology, effective June 23, 2021.

Resignation of Classified Staff

As recommended the board accepted the resignation of the following classified staff:

- i) Jeremiah Dingman, evening custodian at PCE
- ii) Rachelle Compton, paraprofessional at BGS

Employment of Classified Staff

As recommended the board approved the employment of the following classified staff:

- i) Silvia Guandulain, main dish cook at BHS
- ii) Janelle Bloesser, ala carte cook at BHS
- iii) Mike Zeyen, ISS supervisor at BHS
- iv) Charlotte Keller, kitchen manager at PHMS

Transfer of Staff

As recommended the board approved the transfer of Laura Reed from Computer System Analyst to District Technology Director.

Updated Job Description

As recommended the board approved the updated job description for Technology Director.

Membership for Kansas Association of School Boards

As recommended the board approved the 2021-2022 membership dues to Kansas Association of School Boards in the amount of \$11,378.56.

Adoption Agreement and Legal Assistance Fund Contract with KASB

As recommended the board approved the adoption agreement and legal assistance fund contract between KASB Legal Assistance Fund and USD 313.

Handbook Updates for 2021-2022

As recommended the board approved the updates to the following handbooks:

- i) BHS student handbook
- ii) PHMS student handbook

Credit Card Review

As recommended the board reviewed and approved the credit cards and credit limits on the cards held by district employees.

Organizational Chart

As recommended the board approved the updated organizational chart.

Classified Wage Schedule

As recommended the board approved the changes to the Classified Wage Schedule.

Leave Overview

As recommended the board approved the updates to the Leave Overview document.

Other

Resignation of Supplemental Staff

As recommended the board accepted the resignation of Letha Warner, 7th grade head volleyball coach at PHMS.

Mileage Reimbursement Rate

As recommended the board approved the mileage reimbursement rate of \$0.56 per mile for private vehicles.

Adult Meal Prices

As recommended the board approved the increase in adult meal prices to \$5.00.

STEAM Camp 2021

Jamie Tilton, STEAM Camp director and Shannon Vieyra, assistant director gave a report on the 2021 STEAM Camp held in June. They had 205 students enrolled with 25 staff members. The students and staff had fun, learned a lot and built great relationships amongst their peers.

Recognition of Samantha Neill, 2021 Milken Center Fellow

Samantha Neill was named a 2021 Milken Center Fellow. She spent a week in Fort Scott collaborating with Lowell Milken Center staff and other LMC Fellows. Each year

6-7 educators are chosen from across the US and world who then come together for collaboration. This was a great honor and experience, learning about unsung heroes.

Restructuring of the Technology Department

As recommended the board approved the restructuring of the technology department as presented.

2021-2022 Supplemental Contracts

As recommended the board approved the 2021-2022 supplemental contract as presented.

Executive Session - Personnel

The board met in executive session to discuss personnel issues.

New Position

As recommended the board approved the addition of a 3/5ths elementary art position. This will be funded by ESSER funds for three years.

KJUMP (Gas Utilities) Update

Mr. Hecox shared an update on KJUMP. Symmetry is willing to settle at 50% of the gas cost and asking the schools to pay the pass through fees in full. This is the option being discussed and not a final settlement at this time.

Revenue Neutral Update

As recommended the board gave authority to Mr. Hecox to submit intent to exceed the Revenue Neutral Rate as presented.

Professional Development Council (PDC) Report

As recommended the board approved the professional development points for Jessica Boese, Heather Sazama, Brett Smith, Kenda Ropp, Wendy Schultz, Stacia Weilert, Dawn Willcox, Katie Van Zant, Caroline Riggerbach, Joyce Raya, Rochelle Napier, Erin Maxfield, Jason Williams, Jason Kohls, Angela Huck, Randy Heidel, Jill Goertzen, Libby Fisher, and MaryBeth Bryant.

Comments

- Mr. Hecox, Mrs. Couchman and Mrs. Kleinschmidt attended the budget workshop.
- DCS started the capital outlay project last week and we should receive our report in October or November.
- Mr. Hecox shared his appreciation of Craig Neuenswander and Veryl Peter at the State who are always ready to answer questions and give advice.
- Summer school started this week. Letha Warner is the administrator.

- Enrollment for 2021-2022 will open soon online. Parents/guardians will receive an email to the address we have on file in PowerSchool.
- New teachers will report on August 9th!
- All staff orientation will be August 12 and hosted at Cross Point again this year.
- The budget hearing and permission to publish the budget will be held during the regular August and September meetings instead of special meetings this year.
- Board member Monte Cross gave a preview of what to expect at this year's Buhler Frolic - "Return of the Champions". Look for more information coming soon!
- Board member Todd Carr gave an update from RCEC. They are increasing their budget by 1.5% from each district.
- The board asked about the elementary school boundary lines. With low enrollment at BGS and waiting lists at UV and PCE a study might be beneficial to consider redrawing these lines.

Executive Session - Negotiations

The board met in executive session to discuss negotiations.

Executive Session - Real Estate

The board met in executive session to discuss the sale or purchase of real estate.

OTHER

The Board adjourned the meeting to be reconvened at 8:20 pm at Gregory, Inc., 200 S. Regier in Buhler. After reconvening the meeting the Board toured the building.

The next regular Board meeting will be held August 9, 2021 at 6:00 pm at the Burkholder Administrative Center.