

*Board of Education Meeting  
July 12, 2021  
Meeting Time: 6:30 p.m.*

- I. Appoint the Board Clerk**
- II. Roll Call**
- III. Approval of the Agenda**
- IV. CIPA Hearing**
- V. Consent Agenda**
  - A. Approval of Minutes of Previous Meeting
  - B. Report and Action on Bills Submitted
  - C. Approval of Treasurer's Statement
  - D. Appointment of School Attorney
  - E. Official Newspaper for 2021-2022
  - F. Official Depository for 2021-2022
  - G. G.A.A.P. Waiver
  - H. Board Meeting Schedule for 2021-2022
  - I. 2021-2022 Official School Year
  - J. Destruction of Financial Records for 2015-2016
  - K. 2021-2022 Board Policies
  - L. Resolution Establishing Activity Funds for 2021-2022
  - M. Adoption of Petty Cash Limits
  - N. Adoption of Early Payment Request Policy
  - O. 2021-2022 Designated Snow Days
  - P. Action to un-name the football field
  - Q. 2021-2022 Curriculum Objectives

**(All Consent Agenda Items may be approved as "one item" with one motion. If the Board desires to discuss individual items on the Consent Agenda they may pull those items out separately.)**

- VI. Reports and Comments of Principals, Committees, Visitors**
- VII. Report of Superintendent**
- VIII. Old Business**
  - A. Budget Close Out Update
  - B. Minneapolis Jr-Sr High School Handbook
  - C. Minneapolis Grade School Handbook
- IX. New Business**
  - A. 2021-2022 District Representatives
  - B. Governmental Relations Representative
  - C. 2021-2022 Board of Education Committees
  - D. Home Rule Resolution
  - E. 2021-2022 Budget Update
  - F. Executive Session-Negotiations
  - G. Executive Session-Non-Elected Personnel
  - H. 2021-2022 Salary Considerations for Classified Employees
  - I. 2021-2022 Salary Consideration for administration
  - J. 2021-2022 Ratify Negotiations
  - K. Employee Resignation(s)
  - L. Employee Confirmation(s)
  - M. August 2021 Board Meeting Agenda Items
- X. Adjournment**

# REGULAR MINUTES



USD 239 North Ottawa County

Regular Meeting of the Board of Education  
Monday, July 12, 2021, 6:30 pm

**APPROVED**

## 1. APPOINTMENT OF BOARD CLERK

**Motion to approve the appointment of Kim Shafer to serve as Clerk of the Board.**

Moved by Tammy Shanks, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

## 2. ROLL CALL

Board members present: Justin Abell, Dr. Bruce Labes (Zoom), Brigitte Nelson, Tammy Shanks, Richard Shupe, and Becki Travis (Zoom)

Members absent: Shari Abell

Others Present: Chris Vignery, Superintendent, Kim Shafer, Board Clerk, Ryan Mortimer, Asst Principal/AD

PLEDGE OF ALLEGIANCE, led by President, Brigitte Nelson.

## 3. APPROVAL OF THE AGENDA

**Motion to approve the Agenda as presented.**

Moved by Justin Abell, second by Richard Shupe

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

## 4. CIPA HEARING

Short summary from Superintendent Vignery of notice provided to patrons of the Child Internet Protection Act (CIPA) protocols. Opportunity given for patrons to present questions to the board. No patrons present.

**Motion to conclude the CIPA Hearing.**

Moved by Richard Shupe, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

## 5. CONSENT AGENDA

**Motion to approve the Consent Agenda, Items A through Q, as presented,**

Moved by Tammy Shanks, second by Becki Travis

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

Member Shupe asked if the board was approving the un-naming of the football field. Mr. Shupe then gave his reasons to support his position of wanting to see the name on the field remain. Member Justin Abell asked if there was a second. Superintendent Vignery indicated there was, then stated that the board can take a vote on the consent agenda, all items, or pull this item out.

**Amendment to the motion made to remove Item P from the consent agenda.**

Moved by Richard Shupe, second by Brigitte Nelson

Final Resolution: Motion carries 5-1

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe

Nay, same sign: B. Travis

A short discussion commenced.

**Motion to un-name the field.**

Moved by Richard Shupe, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

In the Consent Agenda, the Board:

- approved minutes of previous meetings
- approved report and action on bills submitted
- approved treasurer's statement
- appointed Clark Mize & Linville as school attorney
- designated The Minneapolis Messenger as the official newspaper for 2021-22
- designated The Bennington State Bank and Citizen's State Bank and Trust as official depositories for 2021-22
- adopted of a Resolution to Waive the Annual Requirement of Generally Accepted Accounting Principles and Fixed Asset Accounting for the 2021-2021 school year - the signed Resolution is provided as an attachment to the minutes
- adopted a Resolution establishing of the 2021-2022 board meeting schedule to January 10, 2022 - the signed Resolution is provided as an attachment to the minutes
- adopted the 1,116 hour system for the 2021-2022 school year
- adopted a Resolution for the destruction of financial records for 2015-2016 - the signed Resolution is provided as an attachment to the minutes
- adopted a Resolution Rescinding Policy Statements Found in Board Minutes prior to July 12, 2021, be rescinded, and a Resolution Adopting New Board Policies and the Policy Manual as presented and recommended by the superintendent of schools to govern this school district during the 2021-2022 school year subject to periodic review, amendment and revision by the board of education effective July 12, 2021 - the signed Resolutions are provided as an attachment to the minutes
- adopted Resolutions establishing activity funds - the signed Resolutions are provided as an attachment to the minutes
- adopted Resolutions establishing petty cash limits - the signed Resolutions are provided as an attachment to the minutes
- approved the early payment request policy pursuant to KSA 72-1138
- designated snow days for 2021-2022: March 14, 2022, March 15, 2022, and March 16, 2022
- approved the 2021-2022 curriculum objectives as presented online

**6. REPORTS AND COMMENTS OF PRINCIPALS, COMMITTEES, VISITORS**

President Nelson reviewed the board report of Pat Anderson which had been submitted online.

Ryan Mortimer reported that summer camps were over this week, gym floors are being refinished next week, they have finished sports schedules and the calendar is ready. Mr. Mortimer advised the board that purchases will be needed for Junior High track and Junior High football uniforms. The only open supplemental position is for high school football. Member Brigitte Nelson asked about the concessions position and remarked that if the position was not split, it may be easier to fill. Member Justin Abell asked if there had been any direction from the state or league regarding attendance this year. Mr. Mortimer indicated no, at this point. He concluded with schedules should all be on the website/calendar.

**7. REPORT OF SUPERINTENDENT**

Reopening Plan. An updated plan has been posted on the website, as required by law. We will not be wearing masks unless mandated by the state. Districts were given only a week to complete the mandated requirement, so he answered the questions as needed. Member Richard Shupe asked about vaccinations, and was told that the district will provide information for local access to the vaccine.

Art Room Window Replacement. A request for quotes have been issued, with little response. Mr. Vignery will keep the board updated.

Health Insurance Update. Our group plan rates will have an 8.3% increase. This increase is not high, compared to other districts receiving up to a 12% increase. Representatives from BlueCross Blue Shield will be present on the second day of inservice to answer questions and to offer changes that may lower the premiums, which will be up for a group vote. The

district still has a Cadillac plan; however, we are no longer grandfathered in as we lost that status due to changes made four years ago.

District Activity Calendar. The district activity calendar is complete and is available to the public on our website to view or print, if desired. The district will not be printing calendars again this year. The approved Calendar B has a September date for professional development. However, the speaker will not be able to attend. Mr. Vignery has asked NOCTA representatives, Kat Shaft and John Darrow, for their input.

Minneapolis Rec Commission. This item was marked for review in August. Mr. Vignery will ask for a copy of their current budget to have on hand when the matter is discussed again in August.

## 8. OLD BUSINESS

A. Budget Closeout Update. Superintendent Vignery's spreadsheet was available online and also presented onscreen, which was reviewed. No questions received.

B. Minneapolis Jr-Sr High School Handbook. With regard to the therapy dog portion, the district is covered by our commercial policy. Anyone that could have a dog would be covered by a 504 or IEP. Member Richard Shupe indicated that he would like to see an index in the front of the handbook and page numbers.

**Motion to approve the 2021-2022 Minneapolis Jr-Sr High School handbook as presented.**

Moved by Richard Shupe, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

C. Minneapolis Grade School Handbook

**Motion to approve the 2021-2022 Minneapolis Grade School handbook as presented.**

Moved by Richard Shupe, second by Tammy Shanks

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

## 9. NEW BUSINESS

A. 2021-2022 District Representatives

President Nelson read the following list:

Board Clerk	Kim Shafer
Deputy Board Clerk	Pat Anderson
Food Service Representative	Holly Nelson
Treasurer	Holly Nelson
District Compliance Officer	Chris Vignery
Hearing Officer for Free and Reduced Meals Application	Chris Vignery
Vocational Education Representative	Terry Moeckel
Title Coordinator	Pat Anderson
Title IX Coordinator	Chris Vignery
KPERS Representative	Holly Nelson
Truancy Reporting Officers	Pat Anderson, Terry Moeckel
Homeless Children Coordinator	Pat Anderson
Point of Contact for Child Welfare (Foster Care Students)	Chris Vignery
Federal Anti-Discrimination Laws Compliance Coordinator	Chris Vignery

**Motion to approve the 2021-2022 district representatives as presented.**

Moved by Justin Abell, second by Tammy Shanks

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

B. Governmental Relations Representative

**Motion to appoint Tammy Shanks as 2021-2022 Governmental Representative.**

Moved by Brigitte Nelson, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

C. 2021-2022 Board of Education Committees

**Motion to appoint Richard Shupe and Brigitte Nelson to the 2021-2022 negotiations committee, and Justin Abell as alternate.**

Moved by Tammy Shanks, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same sign: None

D. Home Rule Resolution

A short discussion was held on Home Rule, including that the Rule does not usurp the state constitution or statutes.

**Motion to adopt the Home Rule Resolution**

Moved by Justin Abell, second by Richard Shupe

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

E. 2021-2022 Budget Update

A short discussion was held, including an onscreen spreadsheet presented by Superintendent Vignery, reflecting mill levies, etc. The Revenue Neutral Rate, something new from the state, did not initially include schools; however, it was amended to include schools by the legislature with SB 13. The "revenue neutral rate," as defined by legislation, is the property tax rate in mills that would generate the same property tax revenue in dollars as levied during the previous tax year using the current tax year's total assessed valuation. Superintendent Vignery gave examples and explained how the neutral rate would affect notice and publication dates. Instead of having our budget hearing in August, it will now have to be in September – the budget hearing must be before October 1, but no sooner than September 1, if there will be a revenue budget increase. So, on September 13, we will first have to have a Revenue Neutral Rate hearing, allowing for any questions from patrons, close it out then proceed with the budget hearing. After any questions from the public, the budget hearing will be closed out and the board may then commence the regular meeting. Finally, it looks like we should be able to maintain balances and keep mill rates the same.

F. Executive Session: Negotiations (None)

G. Executive Session: Non-Elected Personnel (None)

H. 2021-2022 Salary Considerations for Classified Employees

**Motion to approve the 2021-2022 salary increases as presented for classified employees.**

Moved by Justin Abell, second by Richard Shupe

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

I. 2021-2022 Salary Considerations for Administration

**Motion to approve the 2021-2022 salary increases as presented for administration.**

Moved by Justin Abell, second by Tammy Shanks

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

J. Employee Resignation(s)

**Motion to approve the resignation of Patty Smith as Minneapolis Grade School para.**

Moved by Justin Abell, second by Tammy Shanks

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

K. Employee Confirmation(s)

**Motion to approve Cassie Bohl as Minneapolis Grade School teacher.**

Moved by Justin Abell, second by Tammy Shanks

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

**Motion to approve Sharon Main as Minneapolis Grade School para.**

Moved by Justin Abell, second by Richard Shupe

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

L. August 2021 Board Meeting Agenda Items

Minneapolis Rec Commission

Adult Breakfast & Lunch Fee Review

Budget Update

Policy Updates, 1<sup>st</sup> Reading

Enrollment Update

10. Adjournment

**Motion to adjourn the meeting at 7:59 pm.**

Moved by Richard Shupe, second by Justin Abell

Final Resolution: Motion carries 6-0

Yea, by show of hands: J. Abell, B. Labes, B. Nelson, T. Shanks, R. Shupe, B. Travis

Nay, same signs: None

ATTEST:



Clerk, Board of Education  
Unified School District No. 239  
Ottawa County, State of Kansas

APPROVED:



President, Board of Education  
Unified School District No. 239  
Ottawa County, State of Kansas

RESOLUTION TO WAIVE THE ANNUAL REQUIREMENT OF GENERALLY ACCEPTED  
ACCOUNTING PRINCIPLES AND FIXED ASSET ACCOUNTING

RESOLUTION

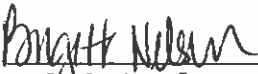
WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the financial statements and financial reports for the 2021 - 2022 school year to be prepared in conformity with the requirements of K.S.A. 75-1120a(a), are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the board, the unified school district or the members of the general public of the district; and


WHEREAS, there are no revenue bond ordinances or resolutions or other ordinances or resolutions of said district which required financial statements and financial reports to be prepared in conformity with said act of the school year 2021 - 2022;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, in a meeting duly assembled this 13th day of July, 2020, that said board request the Director of Accounts and Reports to waive the requirements of said law as they apply to the unified school district for the school year 2021 - 2022; and

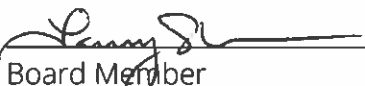
BE IT FURTHER RESOLVED that the said board shall cause its financial statement and financial reports of the said district to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this state.

By: USD 239 BOARD OF EDUCATION

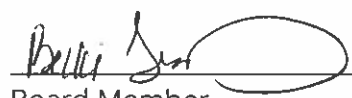
  
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CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 14<sup>th</sup> day of July, 2021.

  
Clerk of the Board of Education

## RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION

### RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities which are required of another unit of government;


NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Education of Unified School District 239, Ottawa County, Kansas, the 12th day of July, 2021.

By: USD 239 BOARD OF EDUCATION



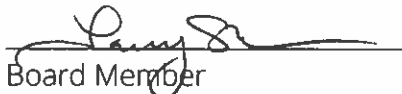
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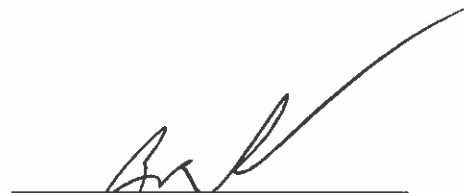
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Clerk of the Board of Education



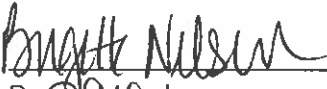
## RESOLUTION FOR DESTRUCTION OF RECORDS


### RESOLUTION

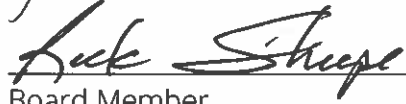
BE IT RESOLVED THAT, the Board of Education of Unified School District No. 239, Ottawa, County, Kansas hereby authorizes the Clerk of the Board to destroy the following records pursuant to K.S.A. 72-1629 and K.S.A. 72-1630.


Financial Records from 2015 – 2016

By: USD 239 BOARD OF EDUCATION

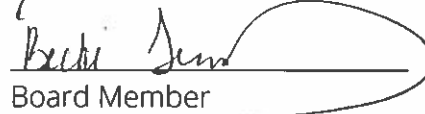
  
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Clerk of the Board of Education

## RESOLUTION TO ESTABLISH PETTY CASH FUND

### RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the USD 239 Building Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$600.00.


The fund shall be administered by Holly Nelson, Board Treasurer. The fund administrator shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.


Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 12<sup>th</sup> day of July, 2021.

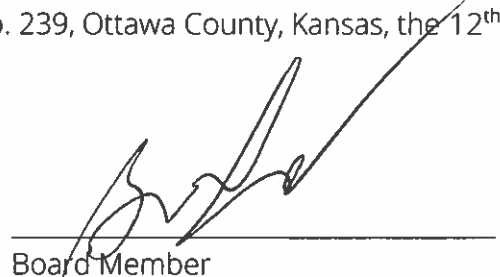
By: USD 239 BOARD OF EDUCATION

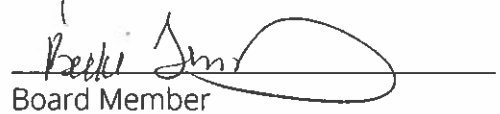
  
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Clerk of the Board of Education

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### RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the Minneapolis Grade School Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$200.00.

The fund shall be administered by Patricia Anderson, Principal. The fund administrator shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

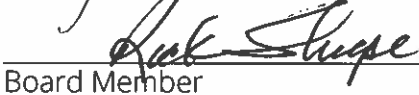
The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 12<sup>th</sup> day of July, 2021.

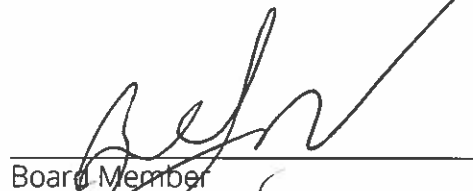
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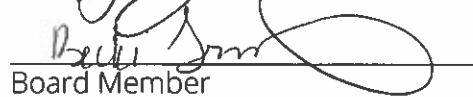
  
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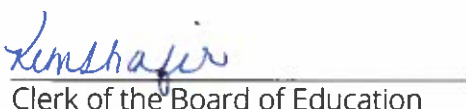
  
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Clerk of the Board of Education

## RESOLUTION TO ESTABLISH ACTIVITY FUND

### RESOLUTION

WHEREAS, the Board of Education of Unified School District No.239, Ottawa County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law, K.S.A. 72-1178, authorizes the establishment of school activity funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that an activity fund designated as the Minneapolis Grade School Activity Fund is created for the purpose of receiving and expending funds for student activities including athletics, music, forensics, dramatics and other board-approved student extra-curricular activities.

The fund shall be administered by Patricia Anderson, Principal. The fund administrator shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

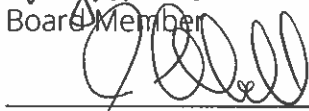
Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105(b) shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 12th day of July, 2021.

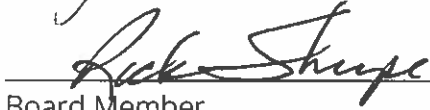
By: USD 239 BOARD OF EDUCATION



Board Member



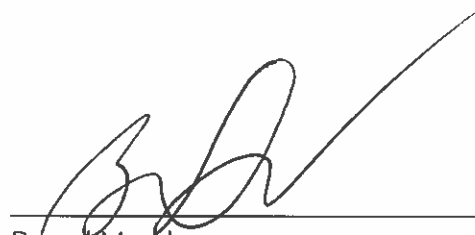
Board Member



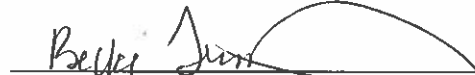
Board Member



Board Member



Board Member



Board Member

Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.



Clerk of the Board of Education

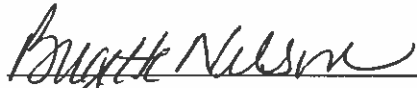
## RESOLUTION FOR RESCINDING POLICY STATEMENTS FOUND IN BOARD MINUTES

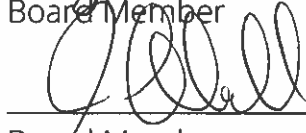
Madame President, I move the adoption of the following resolution:

### RESOLUTION


Be it resolved that all policy statements found in the minutes of this Board of Education prior to June 30, 2021, be rescinded, and that the Board of Education adopt the policy manual as presented and recommended by the superintendent of schools to govern this school district during the 2021-2022 school year subject to periodic review, amendment, and revision by the board of education.

By: USD 239 BOARD OF EDUCATION

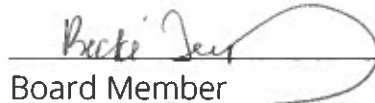
  
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Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.

  
\_\_\_\_\_  
Clerk of the Board of Education

## RESOLUTION TO ADOPT NEW BOARD POLICIES

Madame President, I move the adoption of the following resolution:

### RESOLUTION

BE IT RESOLVED that the Board of Education of Unified School District No. 239 adopt the new policies and administrative rules attached to the official agenda of the board meeting of July 12, 2021, with said new policies and administrative rules to become effective July 12, 2021.

FURTHER, be it resolved that all policies and administrative rules adopted prior to this date be declared as null and void and of no effect as of July 12, 2021.

FURTHER, be it resolved that the full text of said newly adopted board policies and administrative rules be attached to and incorporated in the board minutes of the July 12, 2021 board meeting; however, said new board policies and administrative rules will be actually filed in the superintendent's office in a permanent file to be established and maintained by the superintendent or his designated representative. All such newly adopted policies and administrative rules adopted this date will be marked with the effective date in the appropriate place on each such page of the policies and rules.

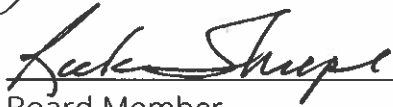
By: USD 239 BOARD OF EDUCATION



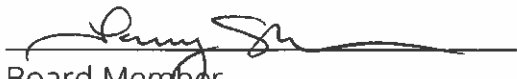
Board Member



Board Member



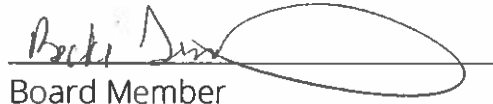
Board Member



Board Member



Board Member



Board Member

Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.



Clerk of the Board of Education

## RESOLUTION TO ESTABLISH BOARD'S REGULAR MEETING DATES

### RESOLUTION

Madame President, I move the adoption of the following Resolution:

WHEREAS, K.S.A. 72-1138 requires boards of education, at the first meeting on or after the second Monday in January or at a later date during that calendar year if so determined by the board at that first meeting, to adopt a resolution to establish its regular board meeting time, location, day of the week, and week of the month as well as the alternative date and time of any meeting if the regular meeting date falls on a Sunday or holiday;

BE IT RESOLVED pursuant to K.S.A. 2019 Supp. 72-1138, that the Board of Education of Unified School District No. 239, Ottawa County, Kansas at its meeting on July 12, 2021, does hereby adopt this resolution to establish the following meeting schedule for regular board of education meetings to be held during 2021-2022 school year as follows:

Hour of commencing the meeting: August meeting 6:30 pm (following the Budget Hearing at 6:20 pm)  
September 2021 through January 2022 meetings, 6:30 pm

Day of week the meeting will be held: Monday


Week of the month the meeting will be held: The second week of each month, unless stated otherwise


Meeting location: USD 239 District Office, 716 E. Seventh Street, Minneapolis, Kansas

If the established meeting date falls on a Sunday, a legal holiday, or a holiday specified by the board of education, such regular meeting will be held on the day following, commencing at the same hour and location as detailed above.

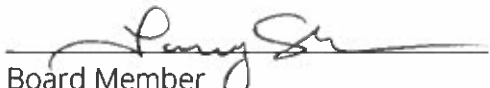
The board of education reserves the right to adjourn any regular meeting to another time and/or place.

By: USD 239 BOARD OF EDUCATION

  
Board Member

  
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Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.

  
Clerk of the Board of Education

## RESOLUTION TO ESTABLISH PETTY CASH FUND

### RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 239, Ottawa County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes in emergencies; and

WHEREAS, Kansas law, K.S.A. 72-1177, authorizes the establishment of petty cash funds; NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that a petty cash fund designed as the Minneapolis Jr-Sr High School Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures in an emergency. The fund shall be in the amount of \$600.00.


The fund shall be administered by Terry Moeckel, Principal. The fund administrator shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.


Upon proper report to the board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.


The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105b shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 12<sup>th</sup> day of July, 2021.


By: USD 239 BOARD OF EDUCATION

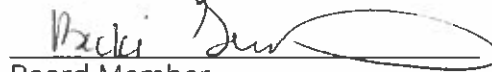
  
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Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.

  
Clerk of the Board of Education



## RESOLUTION TO ESTABLISH ACTIVITY FUND

### RESOLUTION

WHEREAS, the Board of Education of Unified School District No.239, Ottawa County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law, K.S.A. 72-1178, authorizes the establishment of school activity funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, that an activity fund designated as the Minneapolis Jr-Sr High School Activity Fund is created for the purpose of receiving and expending funds for student activities including athletics, music, forensics, dramatics and other board-approved student extra-curricular activities.

The fund shall be administered by Terry Moeckel, Principal. The fund administrator shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

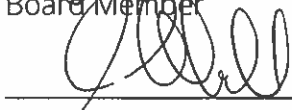
Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-1136 and the provisions of K.S.A. 12-105(b) shall not apply.

ADOPTED by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, the 12th day of July, 2021.

By: USD 239 BOARD OF EDUCATION



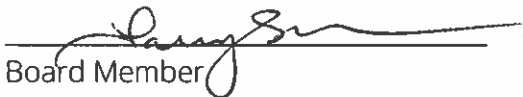
Board Member



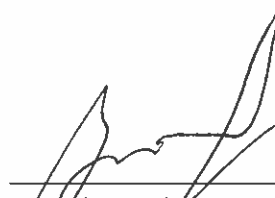
Board Member



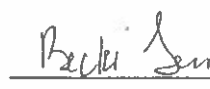
Board Member



Board Member



Board Member



Board Member



Board Member

### CERTIFICATE

This is to certify that the above resolution was duly adopted by the Board of Education of Unified School District No. 239, Ottawa County, Kansas, on the 12<sup>th</sup> day of July, 2021.



Clerk of the Board of Education