

OXFORD UNIFIED SCHOOL DISTRICT 358
OXFORD, KANSAS
REGULAR BOARD MEETING
MONDAY, JULY 12, 2021
7:00 P.M.
JR/SR HIGH SCHOOL LIBRARY

MEMBERS PRESENT	Alfred Neises, Dorinda Neises, Phillip Rush, Nicholas Ruyle, Justin Shepherd. Derek Totten was absent.
OTHERS PRESENT	Dr. Cathi Wilson, Superintendent; Kristina Houser, Board Clerk; and Chris Hanney, Hanney and Associates.
CALL TO ORDER	Alfred Neises, Vice President, called the meeting to order at 7:00 p.m.
ADOPT THE AGENDA	Dorinda Neises made a motion to adopt the agenda and Phillip Rush seconded this motion. Motion approved 5-0.
RECOGNIZE GUESTS	Alfred Neises welcomed Mr. Hanney who was in attendance to speak on something on the agenda.
APPOINT THE CLERK	Nicholas Ruyle made a motion to approve Kristina Houser as the USD 358 Clerk of the Board for fiscal year 2021-2022. Justin Shepherd seconded the motion. Motion approved 5-0.
DISCUSSION/ACTION ITEMS	<p>Mr. Hanney and Dr. Wilson provided updates on the completion of the band room project. The band room has been painted, lights and tile should be installed next week and flooring in the next few weeks. The project will be finished before school starts. The South parking lot project will begin next week. The dirt work from the 5/6 building demo will be finished this week. Mr. Hanney also presented ideas to repurpose the 3 arches that were saved from the 5/6 building. The board decided to pursue an arch at the football field entry and South by the auditorium.</p> <p>Dr. Wilson provided the board with final 2021 transfers and year end cash balances.</p> <p>The board reviewed current school fees. After a brief discussion it was decided to remove the \$25 activity fee from the fee schedule as well as waiving all elective class fees. Lunch prices for students remained the same for students due to meals being free this school year, and adult meals were increased to \$4.60 to meet the federal reimbursement rate. Phillip Rush made a motion to approve the</p>

revised school fees for the 2021-22 school year. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve school reopening plan as presented. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Dorinda Neises made a **motion** to approve the 2021-22 District Student Handbook as presented. Nicholas Ruyle **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the 2021-22 Substitute Teacher Handbook as presented. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the 2021-22 Staff Handbook and change the leave policy for classified staff; staff members are allowed to sell back up to 5 vacation days at the end of each fiscal year as well as staff no longer earn leave for each 18 hrs. they work, instead will be given 1 day per month per their contract (9 month 9 days, 10 month 10 days, 12 month 12 days). Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the resolution to exceed the neutral tax rate for the 2021-22 school year and present it to the county clerk. Dorinda Neises **seconded** the motion. **Motion approved 5-0.**

Justin Shepherd made a **motion** and Nicholas Ruyle **seconded** to take a 5 minute break. **Motion approved 5-0.**

The board returned to open session at 8:45 pm.

ADMINISTRATIVE REPORTS

Ms. Wiseman was not in attendance.

Dr. Cathi Wilson informed the board that online enrollment will go live July 21st and in person enrollment will be August 3rd from 8 am to 8 pm. Numerous Elementary and JH/HS staff have been doing lots of professional development over the summer. On July 20th 7 staff members will be taking defensive driving and 26 staff members are taking CPR/1st Aide on August 6th. July 21st the leadership team will be meeting. August 13th will be the back-to-school BBQ and swim. KASB is close to settling with Symmetry. The new CNC machine was delivered Friday. PurpleWave will be in the district on Wednesday to list the suburban, journey, welding

table, old shed, desk, etc. The new suburban will be here tomorrow and new bus within the next two weeks. The JH science teacher resigned so we are currently looking to fill that position. Today there were 50 kids at jump start and 24 kids started driver education. Football camp begins this evening.

Interlocal 619: Dorinda Neises reported that they got to have their meeting at the newly remodeled building on A street. They approved the bills, policy updates, looked at budget projections, discussed merit pay, sold a van, approved job descriptions, revised the evaluation for office staff, approved the negotiated agreement, revised para pay and para raises, approved the Heartspring agreement, approved handbooks. They discussed 5 teaching contracts and approved the 2021-22 agreement with Wellington, they passed assessments and had an executive session regarding personnel. Two board members and one staff member zoomed in. the meeting adjourned at 8:39 pm.

Orion: Alfred Neises reported that they haven't had their meeting yet.

ACTION ITEMS

Phillip Rush made a **motion** to approve additional warrants as presented. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the KASB June Policy Updates; DC, EE, GAAC, GAACA, GAF, IDAA, JDD, JGEC, JGECA, DFAC, and JDDC. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the 2021-22 Orion Adult Education Program Contract. Philip Rush **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the 2021-22 Food Service Program Agreement. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Alfred Neises made a **motion** to approve resolutions (see below) for the 2021-22 fiscal year. Nicholas Ruyle **seconded** the motion. **Motion approved 5-0.**

- # 22-01- District Office Petty Cash \$1500
- # 22-02 - Jr./Sr. High Petty Cash \$1500
- # 22-03 - Elementary Petty Cash \$1500
- # 22-04 - Jr./Sr. High Activity Account

Nicholas Ruyle es made a **motion** to approve resolution #22-05 to Waive Generally Accepted Accounting Practices (GAAP) for the 2021-22 fiscal year. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve resolution #22-06 to Establish Home Rule by the Board of Education for the 2021-22 fiscal year. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Justin Shepherd made a **motion** to approve resolution #22-07 to Rescind Policy Statements in Previous Year's Minutes. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

Phillip Rush made a **motion** to approve the 2021-22 KASB Workman's Compensation Agreement. Nicholas Ruyle **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle made a **motion** to approve the 2021-22 District Property and Liability Insurance. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Justin Shepherd made a **motion** to approve resolution 22-08 to Call the Refunding Certificates of Participation Series 2017 with a payoff date of October 1, 2021. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

CONSENT AGENDA

Nicholas Ruyle made a **motion** to approve the consent agenda as presented that included July payroll and warrants; minutes from the regular meeting June 14, 2021; and accept the appointments, designations, and authorizations (see below), with the correction of Phillip Rush being removed from a motion on last month's minutes. Dorinda Neises **seconded** the motion. **Motion approved 5-0.**

- 4.1 Approve the Minutes of the June 14, 2021 Regular Board Meeting
- 4.2 Approve Payroll and Bills
- 4.3 Act on Appointments, Designations and Authorizations
 - 4.3.1 Substitute Board Clerk: Terri Wiseman
 - 4.3.2 Food Service Authorized Representative and Determining Official for Free and

- Reduced Priced Meal Applications and Appeals: Cathi Wilson
- 4.3.3 CACFP (Child and Adult Food Program-Daycare) Authorize Representative: Cathi Wilson
 - 4.3.4 Federal Programs and Projects Representative: Terri Wiseman
 - 4.3.5 Truancy Reporters Pursuant to K.S.A. 72-3121: Cathi Wilson, Terri Wiseman, and Ashley Bugbee
 - 4.3.6 Coordinator for Homeless and Foster Children: Ashely Bugbee
 - 4.3.7 KPERS Representative: Cathi Wilson
 - 4.3.8 Freedom of Information Officer: Cathi Wilson
 - 4.3.9 Federal Anti-Discrimination Compliance Officer and Title IX Coordinator: Cathi Wilson
 - 4.3.10 Official Newspaper for Legal Publications Pursuant to K.S.A. 64-101: Oxford Register, Alternates – The Wellington Daily News and The Cowley Courier Traveler
 - 4.3.11 Official Depository for school district funds, pursuant to K.S.A. 9-1401: RCB Bank in Oxford and Emerald Bank in Oxford
 - 4.3.12 Authorize the Clerk and Treasurer, pursuant to K.S.A. 12-105b(e) to pay claims against the District in advance of the regular board meeting in order for the District to benefit from discounts.
 - 4.3.13 Authorize application for and utilization of funds from Title I, Title II, Vocational Grants, Title IV, Title VI, ESSER (Covid Relief), and Food Service Programs (free and reduced meals)
 - 4.3.14 Adopt the 1116-hour school year as follows: Kindergarten through Grade 11 - 1116 hours, and Grade 12 - 1086 hours.
 - 4.3.15 Adopt 7:45 a.m. through 3:57 p.m. as the standard hours for licensed employees.
 - 4.3.16 Adopt the state mileage rate of 56 cents per mile pursuant to K.S.A. 72-3203
 - 4.3.17 Appoint the Kansas Association of School Boards Legal Assistants Fund/USD 358 District's Attorney

4.3.18 Approve Membership to Kansas Association of School Boards

4.3.19 Adopt guidelines for activity funds and gate receipts according to K.S.A. 72-1178

Nicholas Ruyle made a **motion** to approve the following personnel; Desirae Davis, At-Risk Instructional Aide; Kellcie Norris, District Treasurer; resignations: Jamie Wray, District Treasurer effective June 24, 2021; Melodie Hunt, Daycare Staff; Kayla Powell, Junior High Science Teacher. Dorinda Neises **seconded** the motion. **Motion approved 5-0.**

Justin Shepherd made a **motion** to approve Sheryl Metz as interim District Treasurer as of June 25 2021 until July 26, 2021 and approve Kellcie Norris as District Treasurer beginning July 26, 2021. Dorinda Neises **seconded** the motion. **Motion approved 5-0.**

EXECUTIVE SESSION

Alfred Neises made a **motion** to go into executive session to discuss employees contract pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:41 pm. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:41 pm.

Alfred Neises made a **motion** to go into executive session to discuss employees contract pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:43 pm. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:43 pm.

Alfred Neises made a **motion** to go into executive session to discuss employees contract pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:45 pm. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:45 pm.

Alfred Neises made a **motion** to go into executive session to discuss employees contract pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:47 pm. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:47 pm.

Alfred Neises made a **motion** to go into executive session to discuss employees contract pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:49 pm. Phillip Rush **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:49 pm.

Alfred Neises made a **motion** to go into executive session to discuss an employee's performance pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:52 pm. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:52 pm.

Alfred Neises made a **motion** to go into executive session to discuss an employee's performance pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:55 pm. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:55 pm.

Alfred Neises made a **motion** to go into executive session to discuss an employee's performance pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:57 pm. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:57 pm.

Alfred Neises made a **motion** to go into executive session to discuss an employee's performance pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 9:59 pm. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 9:59 pm.

Alfred Neises made a **motion** to go into executive session to discuss an employee's performance pursuant to the exception for non-elected personnel under KOMA, to include Dr. Wilson, and the open meeting will resume in the board room at 10:02 pm. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

The board returned to open session at 10:02 pm.

Dorinda Neises made a **motion** to provide the Board Clerk with a \$1,000 stipend for additional duties. Nicholas Ruyle **seconded** the motion. **Motion approved 5-0.**

ADJOURN

Alfred Neises adjourned the meeting at 10:04 pm

Next meeting: Regular Meeting August 9, 2021 at 7:00 pm.

President

Clerk