

**PROPOSED AGENDA  
RILEY COUNTY UNIFIED SCHOOL DISTRICT NO. 378  
BOARD OF EDUCATION**

**Monday, July 1, 2013  
6:00 p.m.**

Could you get pictures of the returning board members at the next board meeting

**Pledge of Allegiance**

**I. Call to Order**

**II. Consent Agenda**

**A. Approval of Minutes**

Regular June 17, 2013 Meeting

Special Budget Hearing June 30, 2013

**B. Approval of Financial Reports**

1. **June Month End Report**

2. **June Bills**

**C. Approval of Agenda as Presented or Amended**

**D. Approval of Annual Board Organization:**

**1) Motion to Rescind & Adopt Policy Handbook**

BE IT SO MOVED, that all policy statements found in the minutes of this board of education prior to June 30, 2013, be rescinded, and the board of education adopt the board policy manual as presented and recommended by the superintendent of schools, to govern this school district during the 2013-14 school year, subject to periodic review, amendment and revised by the board of education.

**2) Appoint Jenae Suderman Clerk of the Board for 2013-14**

**3) Appoint Sandy Glessner Treasurer of the Board for 2013-14**

**4) Appoint Arvid V. Jacobson Attorney for the Board for 2013-14**

**5) Appoint Superintendent to Administrative Positions**

a. Executive Officer for USD 378, Riley County Board Of Education

b. Designated Representative for PL874

c. Hearing Officer for Free/Reduced Meals Program

- d. Food Service Representative
  - e. Freedom of Information Officer
  - f. Twin Lakes Educational Cooperative (TLEC)
  - 6) Appoint Sandy Glessner as Designated KPERS Representative
  - 7) Appoint RCGS & RCHS Truancy Officers for 2013-14:
    - Teresa Grant, Grades PreK-8
    - Antoinette Root, Grades 9-12
  - 8) Appoint Grade Level Principals as Compliance Coordinators for Title VI & VII, Title IX, Section 504, and the Age Discrimination Act (ADA)
  - 9) Adopt Mileage Rate for 2013-14 state 56¢ cents per mile
  - 10) Adopt The Riley State Bank and Leonardville State Bank as Official Depositories for District Funds
  - 11) Appoint *The Riley Countian* as Official Newspaper for USD Riley County for 2013-14
  - 12) Adopt 1,116 Hours for school year 2013-14
  - 13) Adopt Early Payment Request [K.S.A. 12-105(b)]
  - 14) Adopt FERPA policy
  - 15) Adopt Fee for Copies of District Records
  - 16) Adopt 72-5369. Destruction of records by school districts and community junior colleges per statute
- E. Approve contracts for USD 378 Painting Crew at \$9 an hour-Kale Katt, Erik Willimon and Jim Barnard
- F. Approve transfer of Thaine Bray from RCGS Food Service to Riley County Childcare Center Aide
- G. Approve moving from half time to full time contracts for USD 378 Bus Drivers-Shirley Rood and Tamara Springer filling Frank Moyer's position
- H. Declare surplus-USD 378 tech equipment-computer, monitor located at Norma Sharps, Ipad located at RCHS office
- I. Accept resignation RCHS Assistant Cheer/Pep Club Coach-Samantha Brown
- J. Approve Consent Agenda as Presented or Amended

Action Item  
Action Item: Motion \_\_\_\_\_Second \_\_\_\_\_  
Action: Yea \_\_\_\_\_ Nay \_\_\_\_\_

**III. Patron Communications-Principals are off duty**

- A. Hearing of Students**
- B. Hearing of Visitors**

**IV. Administrative Reports**

**A. Election of Officers**

President  
Action Item:  
Nominations: second:  
Cease nominations: second  
Yea \_\_\_\_\_Nay \_\_\_\_\_  
Vote:

Vice-President  
Action Item:  
Nominations: second:  
Cease nominations: second  
Yea \_\_\_\_\_Nay \_\_\_\_\_  
Vote:

**New President will take over the remainder of the agenda**

**B. Radon Bids**

Action Item  
Action Item: Motion \_\_\_\_\_Second \_\_\_\_\_  
Action: Yea \_\_\_\_\_Nay \_\_\_\_\_

**C. Approve 2013-14 Riley County Grade School and Riley County High School Student and Staff Handbooks**

Action Item  
Action Item: Motion \_\_\_\_\_Second \_\_\_\_\_  
Action: Yea \_\_\_\_\_Nay \_\_\_\_\_

**D. Establish Board of Education meeting dates by resolution-07/01/13 A**

Action Item

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**E. Adopt Generally Accepted Accounting Principles  
(G.A.A.P.) Waiver Resolution 07/01/13 B**

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Education of Unified School District No. 378, Riley County, Kansas, in a regular meeting duly assembled this **1st day of July, 2013**, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of said law as they apply to the Unified School District No. 378, Riley County, Kansas.

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**F. Establish Petty Cash Funds for School Year 13-14 by  
Resolution – Superintendent’s Office \$500-Resolution 07/01/13 C**

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**G. Establish Petty Cash Funds for School Year 13-14 by  
Resolution 07/01/13 D – RCGS Office \$1000**

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**H. Establish Petty Cash Funds for School Year 13-14 by  
Resolution 07/01/13 E– RCHS Office \$1500**

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**I. Establish Student Activity Funds for RCHS for School Year  
13-14 by Resolution 07/01/13 F**

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**J. Establish Student Activity Funds for RCGS for School Year 13-14  
by Resolution 07/01/13 G**

Action Item: Motion \_\_\_\_Second \_\_\_\_

Action: Yea \_\_\_\_ Nay \_\_\_\_

**K. Approve 2013-14 USD Food Service Plan, including Meal prices**

Action Item

Action Item: Motion \_\_\_\_\_Second\_\_\_\_\_

Action: Yea \_\_\_\_\_Nay\_\_\_\_\_

**L. Review Current Organizational chart including names of persons in each position**

Information Item

**M. USD 378 Board of Education Committees for 2013-14**

Information Item

**N. Approve updated 2013-14 School Year Calendar**

Action Item

Action Item: Motion \_\_\_\_\_Second\_\_\_\_\_

Action: Yea \_\_\_\_\_Nay\_\_\_\_\_

**V. Personnel Report**

**\*All these positions/contracts offered are contingent upon the person recommended to be hired passing the BOE directed background check.**

**A. Approve contract for RCHS Counselor-Lori Mitchell per Superintendent Starnes and Teresa Grant's recommendation**

Action Item

Action Item: Motion \_\_\_\_\_Second\_\_\_\_\_

Action: Yea \_\_\_\_\_Nay\_\_\_\_\_

**B. Approve contract for 1/2 time RCGS technology teacher- Whitney Hydeman per Teresa Grant's recommendation**

Action Item

Action Item: Motion \_\_\_\_\_Second\_\_\_\_\_

Action: Yea \_\_\_\_\_Nay\_\_\_\_\_

**C. Approve contract for USD summer painter-Brandon Wohler**

Action Item

Action Item: Motion \_\_\_\_\_Second\_\_\_\_\_

Action: Yea \_\_\_\_\_Nay\_\_\_\_\_

**VI. Correspondence to the Board**

**VII. Future Meetings:**

The next regular meeting will be held **Monday, July 15, 2013**, in the  
RCHS Library at **7:00 p.m.**

**VIII. Adjournment:**

A motion should be made to adjourn the meeting.

Action Item

Action Item: Motion \_\_\_\_\_ Second \_\_\_\_\_

Action: Yea \_\_\_\_\_ Nay \_\_\_\_\_

**Mr. Brad Starnes  
Superintendent**