

## BOARD MEETING--DISTRICT OFFICE--LITTLE RIVER, KANSAS--JULY 22, 2019

The regular monthly meeting of the Board of Education of Unified School District 444 was held in the District Office at Little River on Monday, July 22, 2019. Board members present were: Cory Dieball, Austin Neufeld, Doug Peters, Andrew Porter, Jackie Schafer, Zane Zahradnik and Susan Zeller. Also present: Superintendent Brent Garrison and Clerk Marsha K. Heinly, Kay Mullen, Sarah Sipe and Sid Wiens.

President Jackie Schafer called the meeting to order at 7:00 p.m.

### Agenda:

- I. Susan Zeller moved to elect Jackie Schafer as board president. Second by Andrew Porter. Motion carried. Yes--7 No--0
- II. Andrew Porter moved to elect Cory Dieball as vice-president. Second by Doug Peters. Motion carried. Yes--7 No--0
- III. Susan Zeller moved to approve the agenda as written. Second by Andrew Porter. Motion carried. Yes--7 No--0
- IV. There were no Patron Comments.
- V. Susan Zeller moved to approve the consent agenda as presented. Second by Andrew Porter. Motion carried. Yes--7 No--0
  - Minutes of the previous meeting of June 10<sup>th</sup> and special meetings of July 8<sup>th</sup>
  - Clerk/Treasurer's reports
  - Consideration of resignations/hires – there were none to present
  - Board appointments required by statutes
    - KPERS Designation of Agent – Brent Garrison
    - Food Service Representative – Marsha Heinly
    - District Attendance Officers – Audrey Herbst and Jon Paden
    - Title I Director – Jon Paden
    - Clerk – Marsha Heinly
    - Deputy Clerk – Nancy Ellwood
    - Treasurer – Ashley DeBaere
    - Board Attorney – Scott Bush
    - Hearing officer/committee for long term suspension/expulsion hearing – Superintendent or Building Principal
    - Hearing Officer for Free & Reduced Price Meals – Brent Garrison
    - Compliance Officer – Brent Garrison
    - Hazard Communication Program Coordinator – Brent Garrison
    - Freedom of Information Officer – Marsha Heinly
    - Homeless Liaison – Brent Garrison
    - HIPPA Officer – Marsha Heinly
    - Depositories – Little River State Bank/Lyons State Bank
    - Designation of Official Newspaper – Lyons News
    - Curriculum Director – Jon Paden
  - Resolution 20-102 - waives the annual requirements of generally accepted accounting principles and fixed asset accounting for the audit for the fiscal year ended June 30, 2019
  - Resolutions 20-103 through 19-109 - activity and petty cash funds for the Little River Jr./Sr. High School, Windom Elementary School, and USD 444

- Resolution 20-108 - all policy statements found in the minutes of USD 444 Board of Education prior to July 22, 2019, be rescinded and that the board of education adopt the policy manual (or written policies) as presented and recommended by the superintendent of schools, to govern USD 444 school district during the 2019-2020 school year
- Resolution 20-109 – Home Rule
- Out of District Student Applications – Jaylie Bergkamp, Kyler Bergkamp, Lilyan Boughfman, Elsie Boughfman, Auley Boughfman, Kylie Fox, Kayla Fox, Heidi Caesar, Raven Caesar, Erin Caesar, Abbie Hudson, Everette Krehbiel, Liam Krehbiel, Kaitlyn Waggoner, Brynne Weber, Christine Weber, Colyer Williams and Graham Williams
- Authorize payment of claims in advance of board meeting to avoid penalties as per statute
- Establish beginning and ending times for student day – Windom Elementary School and Little River Jr./Sr. High School will begin at 8:10 a.m. and dismiss at 3:35 p.m. for the 2019-2020 school year
- Approve the 1,116 hours for the 2019-2020 school year

- VI. Superintendent Brent Garrison updated the board that the outdoor classroom at Windom Elementary School and the bus barn have been completed, carpet has been laid in the ag classroom and counselor's office at the Little River Jr./Sr. High School, tile has been replaced at the district office and bleachers for the visitors' side are scheduled to be installed next week.
- VII. The ending cash balances over the past 4 years was reviewed by Superintendent Brent Garrison. Superintendent Garrison also shared the 2019-2020 budget is being worked on and will be taken to Topeka for review on Friday, July 26<sup>th</sup>.
- VIII. Cory Dieball moved to approve the board meeting dates and times as per Resolution 20-101. Second by Andrew Porter. Motion carried. Yes--7 No--0
- IX. Susan Zeller moved to approve the 2019-2020 district fees as presented. Second by Cory Dieball. Motion carried. Yes--7 No--0

Mileage reimbursement per mile	.58
Physical reimb.- cooks	55.00
Physical reimb.- bus drivers	80.00
TB skin test - cooks	15.00
Meal reimbursement for employees	25.00/day (per diem maximum)
<u>Petty Cash limit</u>	
District Office	600.00
Little River	1000.00
Windom	600.00
Substitute teacher pay	90.00

Photocopy fee .01 bring own paper; .10 use district paper

Fax fee (non-employees) 1.00

Substitute teacher pay – After a substitute teacher has substituted ten (10) consecutive full days for the same teacher, the substitute will be paid \$100.00 per day retroactive to the first full day substituted.

- X. Cory Dieball moved to adopt the following KASB policy updates as proposed. Second by Andrew Porter. Motion carried. Yes--7 No--0

CGK	Suspension
CN	Public Records
CAN	Document Production, Including Electronic Information
EBBE	Emergency Drills
GAA	Goals and Objectives
GAAA	Equal Employment Opportunity and Nondiscrimination
GAAB	Complaints of Discrimination
GACB	Job Descriptions
GACC	Recruitment and Hiring
GACCA	Nepotism
GACE	Assignment and Transfer
GAE	Complaints
GAG	Conflict of Interest
GAHB	Political Activities
GAOE	Workers Compensation
GBH	Supervision
GBN	Nonrenewal and Termination
GBRD	Staff Meetings
GBRH	Leaves and Absences
IFC	Community Resources
IJ	Evaluation of Instructional Program
JBC	Enrollment

- XI. Andrew Porter moved to approve the District Athletic Handbook as presented. Second by Austin Neufeld. Motion carried. Yes--7 No--0
- XII. Andrew Porter moved to approve the Student and Staff Handbooks for the Little River Jr./Sr. High School and Windom Elementary School as presented. Second by Zane Zahradnik. Motion carried. Yes--7 No--0
- XIII. Cory Dieball moved to appoint Zane Zahradnik to serve as board representative to the Professional Development Council. Second by Andrew Porter. Motion carried. Yes--7 No--0
- XIV. Susan Zeller moved to appoint Austin Neufeld to serve as board representative to the KASB Governmental Relations. Second by Doug Peters. Motion carried. Yes--7 No--0
- XV. Cory Dieball moved to approve the district wellness policy as presented. Second by Zane Zahradnik. Motion carried. Yes--7 No--0

- XVI. Susan Zeller moved to approve the computer usage policy as presented. Second by Cory Dieball. Motion carried. Yes--7 No--0
- XVII. Andrew Porter moved to approve the building crisis plans for Little River Jr./Sr. High School and Windom Elementary School as presented. Second by Susan Zeller. Motion carried. Yes--7 No--0
- XVIII. Andrew Porter moved to approve the classified handbook as presented. Second by Cory Dieball. Motion carried. Yes--7 No--0
- XIX. Cory Dieball moved to approve the Resolution authorizing the calling of a bond election and numbering the Resolution as Resolution No. 072219. Second by Zane Zahradnik. Motion carried. Yes--7 No--0
- XX. Report by Superintendent Brent Garrison included:
- Budget Information – Year-end transfers were shared along with 4 years of end of year balances  
Mr. Garrison will be on vacation July 29 through August 2  
Next steps on the bond campaign  
KASB – Randy Weseman will be in the district on August 5<sup>th</sup> and August 14<sup>th</sup> for meetings
- XXI. No executive session was necessary for Negotiations.
- XXII. No executive session was necessary for Non-elected personnel.
- XXIII. No executive session was necessary for Matters affecting a student.
- XXIV. Other Action as needed was not necessary.
- XXV. Susan Zeller moved to adjourn the meeting. Second by Cory Dieball. Motion carried. Yes--7 No--0 (The meeting was adjourned at 7:36 p.m.)

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Board President

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Marsha K. Heinly, Clerk