

OXFORD UNIFIED SCHOOL DISTRICT 358
OXFORD, KANSAS
REGULAR BOARD MEETING
MONDAY JULY 10, 2023
7:00 P.M.
JR/SR HIGH SCHOOL ROOM 214

MEMBERS PRESENT Deb Daniels, Dorinda Neises, Phillip Rush Nicholas Ruyle, Justin Shepherd, and Derek Totten. Cindi Terry was absent.

OTHERS PRESENT Dr. Cathi Wilson, Superintendent and Kristina Houser, Board Clerk.

CALL TO ORDER Derek Totten, President, called the meeting to order at 7:00 p.m.

Deb Daniels arrived at 7:02 pm

ADOPT THE AGENDA Dr. Wilson requested to add 2.9, Daycare Rates; 2.10 Board Member Compensation; 3.9 Tech Items to Sell; and 5.2 Scott Stewart Part Time Summer Mowing. Justin Shepherd made a **motion** to adopt the amended agenda as presented and Phillip Rush **seconded** the motion. **Motion approved 5-0.**

RECOGNIZE GUESTS Ashley Kennedy, Amy Gaither, and Bill Rhiley were in attendance to observe.

Phillip Rush made a **motion** to appoint Kristina Houser as the board clerk for the 2023-24 fiscal year. Justin Shepherd **seconded** the motion. **Motion approved 5-0.**

Nicholas Ruyle arrived at 7:07 pm.

DISCUSSION/ACTION ITEMS Dr. Wilson reviewed a Wrestling program proposal for the 2023-24 school year. She reviewed estimated expenses, other local schools that also have Wrestling programs, and the benefits for students if a Wrestling program was at the district. Phillip Rush made a **motion** to start a Wrestling program for the 2023-2024 school year. Dorinda Neises **seconded** the motion. **Motion approved 6-0.**

Dr. Wilson reviewed a draft MOU as well as a projected budget for the addition of an SRO to serve in partnership with the school district and City of Oxford. After much discussion regarding the hiring process, job description, and budget the board agreed to ask the Oxford USD 358 SRO Board Member representatives to meet with the City of Oxford to renegotiate the budget.

Dr. Wilson reviewed the final year end transfers and 2022-23 fiscal year end balances.

Dr. Wilson presented an updated school fee chart for the 2023-24 school year. The only changes were to remove the activity fee for the Virtual School and increase all breakfast and lunch meal prices by 15 cents and charge 5-12th graders for a JH/HS lunch price due to the salad bar option. Deb Daniels made a **motion** to approve the 2023-24 school year proposed student fees as presented. Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

Dr. Cathi Wilson presented the 2023-24 Student District Handbook for approval. The board decided not to make any changes to dress code and change the verbiage in the handbook from Grit to Perseverance. Nicholas Ruyle made a **motion** to approve the 2023-24 Student District Handbook with the discussed changes and Phillip Rush **seconded** the motion. **Motion approved 6-0.**

Dr. Cathi Wilson presented the 2023-24 Employee Handbooks including the staff and substitute handbooks for approval. Nicholas Ruyle made a **motion** to approve the 2023-24 Employee Handbooks and Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

ADMINISTRATIVE REPORTS

Ms. Wiseman and Mrs. Bugbee were not present.

Dr. Cathi Wilson informed the board that the property insurance went up by \$15,000 for the 2023-24 school year. The roof on the weight room was delayed due to the rain but began today. A new drain at the bottom of the exterior stairs at the elementary leading to the old boiler room will be installed at the end of July to address the water drainage issue. The nightlock devices have arrived and the maintenance crew will start installing those in each room throughout the campus. Enrollment packets will be mailed out this week.

Interlocal 619: Cindi Terry was not in attendance

Orion: Derek Totten reported they haven't had their monthly meeting yet so he had nothing to report.

Dr. Wilson presented the 2023-24 Daycare Rates that remained the same from last school year except adding an additional \$5 charge to drop ins. Deb Daniels made a **motion** to approve the 2023-24

Little Cats Childcare. Justin Shepherd **seconded** the motion.
Motion approved 6-0.

Dr. Wilson reviewed the new policy that was recently changed in state law that will allow school boards to compensate themselves if they choose. Nicholas Ruyle made a **motion** that the Oxford USD 358 board remain a volunteer position. Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

ACTION ITEMS

Phillip Rush made a **motion** to approve the additional warrants and Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

Nicholas Ruyle made a **motion** to approve Kellcie Nance as the District Treasurer for the 2023-24 fiscal year. Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

Nicholas Ruyle made a **motion** to approve resolutions (see below) for the 2023-24 fiscal year. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

- # 24-01- District Office Petty Cash \$1500
- # 24-02 - Jr./Sr. High Petty Cash \$1500
- # 24-03 - Elementary Petty Cash \$1500
- # 24-04 - Jr./Sr. High Activity Account

Justin Shepherd made a motion to approve Resolution #24-05 to waive Generally Accepted Accounting Principals (GAAP). Phillip Rush **seconded** the motion. **Motion approved 6-0.**

Dorinda Neises made a motion to approve Resolution #24-06 to Establish Home Rule by Board of Education. Nicholas Ruyle **seconded** the motion. **Motion approved 6-0.**

Justin Shepherd made a motion to approve Resolution #24-07 to Rescind Policy Statement in Previous Year's Minutes. Dorinda Neises **seconded** the motion. **Motion approved 6-0.**

Nicholas Ruyle made a **motion** to approve Certification to the County to Exceed the Revenue Neutral Rate. Justin Shepherd **seconded** the motion. **Motion approved 6-0.**

Deb Daniels made a motion to approve Daniel Gehring's tuition reimbursement request in the amount of \$215. Dorinda Neises **seconded** the motion. **Motion approved 6-0**

Justin Shepherd made a **motion** to approve the sale of district technology as presented; 56 iPad 6's \$50/each and 47 Chromebooks \$25/each to be sold at enrollment. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

CONSENT AGENDA

Nicholas Ruyle made a **motion** to approve the consent agenda as presented that included July payroll and warrants; minutes from the June 14th Special Board Meeting and June 20th Special Board Meeting; and accept the appointments, designations, and authorizations (see below). Phillip Rush **seconded** the motion. **Motion approved 6-0.**

- 4.3.1 Substitute Board Clerk: Terri Wiseman
- 4.3.2 Food Service Authorized Representative and Determining Official for Free and Reduced Price 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: Ashley 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 Bank of Commerce of Chanute Kansas 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 65.5 cents per mile pursuant to K.S.A. 75-3203a

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 resignations: Frank Bell Custodian and Scott Smythe Assistant Baseball Coach. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

Nicholas Ruyle made a **motion** to approve the following new hires: Yasmin Gardea and Hannah Wynn as July summer school helpers; Michael Perret, Technology Director; Tracy Clements, OES At Risk Aide; Mark Paxton, Maintenance/Custodian; Neil Terry, Assistant Baseball Coach; and Scott Stewart part time summer grounds. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

EXECUTIVE SESSION

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:27 pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

The board returned to open session at 9:27 pm.

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:33 pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

The board returned to open session at 9:33 pm.

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:38 pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

The board returned to open session at 9:38 pm.

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:41 pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

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

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:44 pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

The board returned to open session at 9:44 pm.

Derek Totten made a **motion** to go into executive session to discuss employee contracts pursuant to the exception under KOMA with Dr. Wilson and the open meeting will resume in the tutor room at 9:46pm. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

The board returned to open session at 9:46 pm.

Nicholas Ruyle made a **motion** to approve classified and administrative salary increases as discussed. Phillip Rush **seconded** the motion. **Motion approved 6-0.**

ADJOURN

Derek Totten adjourned the meeting at 9:47 pm

Next meeting: Regular August 14, 2023 at 7 pm.

President

Clerk