

Agenda
Monday, July 13, 2015
7:00 PM

1. Call to Order
2. Roll Call
3. Recognition of Visitors
4. Appointments to Vacant BOE Seats
5. Approval of the Agenda

6. Election of 2015-2016 Officers
 - 6.01 President
 - 6.02 Vice President

7. Regular Consent Agenda
 - 7.01 Minutes of the regular June 2015 meeting
 - 7.02 Bills
 - 7.03 Unencumbered Cash Balances (June 30, 2015)
 - 7.04 Activity Account Balances (Chetopa/St. Paul)

8. Re-organization Consent Agenda
 - 8.01 Appointments**
 - 8.01.01. **Board Attorney:** KASB legal services
 - 8.01.02. **Board Clerk:** Terri Ross
(KSA 72-8201 et.seq.; 72-8202c;72-8202d; 10-117; 79-2934;10-117; 10-801 et.seq.; 12-105a; 12-1057)
 - 8.01.03. **Board Treasurer:** Debbie Yost (KSA 72-8201 et.seq.; 72-8202c;72-8202d; 10-117; 79-2934;10-117; 10-801 et.seq.; 12-105a; 12-1057)
 - 8.01.04. **Compliance Coordinator** for federal anti-discrimination laws including Title VI, Title VII, Title IX, and Section 504: Bobbi Williams
 - 8.01.05. **Coordinator, Section 504** for Civil Rights Matters: Bobbi Williams
 - 8.01.06. **Determining Official for Free/Reduced Price Lunch Applications:**
Lonnie Moser (Chetopa), Kim Bartelli (St. Paul)
 - 8.01.07. **Freedom of Information Officer:** Bobbi Williams
 - 8.01.08. **District Attendance Officer:** Bobbi Williams
 - 8.01.09. **Building Truancy Officers (KSA 72-1113):** Lonnie Moser (CH), Kim Bartelli (SP)
 - 8.01.10. **Food Service Program Representative:** Bobbi Williams; **District Federal Food Services Program Custodian:** Terri Ross
 - 8.01.11. **KPERS Representative:** Terri Ross
 - 8.01.12. **Public Records Custodian:** Terri Ross
 - 8.01.13. **Student Records Custodians:** Lonnie Moser (Chetopa), Kim Bartelli (St. Paul)

- 8.01.14. **Special Education Records Custodians:** Bobbi Williams, Regina Hanson, Michael Kipp, Debra Carlson
- 8.01.15. **Special Education Due Process Hearing Officer:** SEK Interlocal Director, Dan Duling
- 8.01.16. **Representative to SEK Interlocal #637:** Mark Smith
- 8.01.17. **Hearing Officer for Free/Reduced Priced Meal Application Appeals:** Bobbi Williams
- 8.01.18. **Transportation Director:** Bobbi Williams
- 7.01.19. **Homeless Children Duties Coordinator:** Angie Durborow (CH) and Kim Bartelli (SP)

8.02. Resolutions

- 8.02.01. (KSA 72-8205) **Regular School Board Meeting Schedule:**
Second Monday of each month, 7:00 PM, at the following locations / months:
 - In Chetopa, 430 Elm, board room: August, October, November, January, February, April, May, July
 - In St. Paul, 318 First Street, library: September, December, March, June
- 8.02.02. **Waiver of Generally Accepted Accounting Principles (GAAP)**
 - NOTE: KSA 75-1120(a) requires municipalities to use generally accepted accounting principles in the preparation of their financial statements and reports. Except for community colleges, the governing body of any municipality may request to waive the statutory requirements. A resolution must be signed upon approval of the motion.

8.03. Designations

- 8.03.01. (KSA 64-101 et.seq.) **Official District Newspaper:** *Parsons Sun*
- 8.03.02. (KSA 9-1401) **Official Depositories and Review Bank Signatures:**
Official Depository: Chetopa State Bank, Chetopa, Kansas
St. Paul Exchange State Bank, St. Paul, KS
Signatures: Bobbi Williams, Terri Ross, Debbie Yost, _____
- 8.03.03. (KSA 2001 Supp. 72-1106) **Inclement Weather Make-Up Days:** to be determined as needed

7.04. Determinations

- 8.04.01. **Carrier for Errors and Omissions Coverage:** Bill Thompson Insurance Agency
- 8.04.02. (KSA 2001 Supp. 72-1106) **School Year to be Calculated on the Basis of 1,116 Hours**
- 8.04.03. (KSA 75-3203) **Mileage Reimbursement Rate:** Private vehicle mileage rate: \$.55
- 8.04.04. (KSA 2001 Supp. 72-5390) **Student Fees** and (KSA 72-4141) **Textbook Rental Fees**
- 8.04.04.01. **Book rental fees:**
 - Kindergarten = (\$20.00 (includes milk)) _____ \$20.00
 - 1st - 12th = (\$11.00) _____ \$11.00

- Technology fee (9th-12th) _____ \$25.00

8.04.04.02. **Meal prices** – see current below – price changes for approval.

Meal	Adult	K-6	6-12
Breakfast	1.55	.85	1.00
Lunch	3.40	1.75	1.90
Extra Milk	\$0.35		

8.04.05. **Building organization:**

- Chetopa: Elementary (K-5); high school (6-12)
- St. Paul: Elem. (K-5); middle school (6-8); high school (9-12)

8.05. Approvals and authorizations

8.05.01. **District and building memberships:**

Building memberships:

- KSHSAA for junior and senior high school
- Mineral Belt conference for junior high schools
- Three Rivers League for high schools

District memberships:

- Kansas Association of School Boards
- Kansas Association of School Boards Legal Assistance

Administrator memberships:

- USA-Kansas for superintendent and principals
- Superintendent
- Principals

8.05.02. (KSA 72-8208) **Petty cash limits:** \$1500

8.05.03. **“Early Payment” provisions of KSA 12-105b(e)**

8.05.04. **Participation in the school food service program**

8.05.05 **Activity funds and gate receipts guidelines (AI)**

Signatures on Activity Funds accounts: (Requires two signatures)

Chetopa: Krystal Adams, Lonnie Moser, Bobbi Williams Terri Ross

St. Paul: Paula Jacquinot, Kim Bartelli, Bobbi Williams Terri Ross

8.05.06 **Independent Auditor:** Diehl, Banwart, and Bolton

8.05.07 **Destruction of old records** (KSA 72-5369)

Type of Record	Can be destroyed after...
Original bookkeeping books of entry, claims, vouchers, and purchase orders	5 years
Official bonds of surety or indemnity	5 years after the termination of the employment of the covered employee
Insurance policies	5 years after the expiration of the policy

Formal audit reports	5 years
Financial reports relating to programs supported by federal funds	3 years (or the time specified in federal law)
Financial papers: warrants, checks, receipts, etc.	Six months after formal audit reports are filed
Bonds or coupons stamped “paid” or “canceled” and returned to the district by the state fiscal agent	Six months after the next formal audit of the District

9. Reports

- 9.01. SEK Interlocal
- 9.02. Task Force
- 9.03. Technology
- 9.04. Principals’
- 9.05. Superintendent’s

10. Board Matters

- 10.01. KASB Policy Updates
- 10.02. Handbooks
 - 10.02.01. Student
 - 10.02.02. Staff
- 10.03. eBackpack
- 10.04. Copier Bids
- 10.05. iPad Purchase
- 10.06. Student Insurance

11. Executive Session, to protect the parties involved for discussion of matters related to negotiations [75-4319]

12. Appointments to Board Negotiation Team

13. Executive Session, to protect the parties involved for discussion of matters related to non-elected personnel [75-4319]

14. Personnel

15. Adjournment