

Agenda
Monday, July 8, 2019
7:00 PM

1. Call to Order
2. Roll Call
3. Recognition of Visitors
4. Approval of the Agenda
5. Regular Consent Agenda
 - 5.01. Minutes of the meeting on June 10, 2019
 - 5.02. June Bills
 - 5.03. June Visa Bills
 - 5.04. June Activity Accounts – Chetopa/St. Paul
6. Re-organization Consent Agenda (AI)
 - 6.01 Appointments**
 - 6.01.01. **Board Attorney:** KASB legal services
 - 6.01.02. **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)
 - 6.01.03. **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)
 - 6.01.04. **Compliance Coordinator** for federal anti-discrimination laws including Title VI, Title VII, Title IX, and Section 504: Bobbi Williams
 - 6.01.05. **Coordinator, Section 504** for Civil Rights Matters: Bobbi Williams
 - 6.01.06. **Determining Official for Free/Reduced Price Lunch Applications:**
Terri Ross
 - 6.01.07. **Freedom of Information Officer:** Bobbi Williams
 - 6.01.08. **District Attendance Officer:** Bobbi Williams
 - 6.01.09. **Building Truancy Officers (KSA 72-1113):**
Jolene Paden (CH), Craig Bagshaw (SP)
 - 6.01.10. **Food Service Program Representative:** Terri Ross; **District Federal Food Services Program Custodian:** Terri Ross
 - 6.01.11. **KPERS Representative:** Terri Ross
 - 6.01.12. **Public Records Custodian:** Terri Ross
 - 6.01.13. **Student Records Custodians:**
Jolene Paden (Chetopa), Craig Bagshaw (St. Paul)
 - 6.01.14. **Special Education Records Custodians:** Bobbi Williams, Debra Leslie, Kim Bartelli, and Lisa Sulenes
 - 6.01.15. **Special Education Due Process Hearing Officer:** SEK Interlocal Director, Greg Kubler
 - 6.01.16. **Representative to SEK Interlocal #637:** as appointed by Board President

- 6.01.17 **Hearing Officer for Free/Reduced Priced Meal Application Appeals:**
Bobbi Williams
- 6.01.18. **Transportation Director:** Bobbi Williams
- 6.01.19. **Homeless Children Duties Coordinator:** Jolene Paden (CH) and
Craig Bagshaw (SP)

6.02. Resolutions

- 6.02.01. (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, 118 First Street, library: September, December, March, June
- 6.02.02. **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.

6.03. Designations

- 6.03.01. (KSA 64-101 et.seq.) **Official District Newspaper:** *Parsons Sun and Labette Avenue*
- 6.03.02. (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, Board President
- 6.03.03. (KSA 2001 Supp. 72-1106) **Inclement Weather Make-Up Days:** to be May 6-7, 2020 or any Friday October - March

6.04. Determinations

- 6.04.01. **Carrier for Errors and Omissions Coverage:** Bill Thompson Insurance Agency
- 6.04.02. (KSA 2001 Supp. 72-1106) **School Year to be Calculated on the Basis of 1,116 Hours**
- 6.04.03. (KSA 75-3203) **Mileage Reimbursement Rate:** Private vehicle mileage rate: \$.54.5
- 6.04.04. (KSA 2001 Supp. 72-5390) **Student Fees** and (KSA 72-4141) **Textbook Rental Fees**
- 6.04.04.01. **Book rental fees:**
 - Kindergarten = (\$20.00 includes milk) _____ \$20.00
 - 1st - 12th = (\$11.00) _____ \$11.00

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

6.04.04.02. **Meal prices** – price changes for approval.

Meal	Adult	K-5	6-12
Breakfast	1.70	1.00	1.15
Lunch	3.70	2.05	2.20
Extra Milk	\$0.40		

6.04.05. **Building organization:**

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

6.05. Approvals and authorizations

6.05.01. **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 - KSSA
- Principals

6.05.02. Title I Parent meetings: August 13

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

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

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

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

Signatures on Activity Funds accounts: (Requires two signatures)

Chetopa: Krystal Adams, Jolene Paden, Bobbi Williams Terri Ross

St. Paul: Kristy Mueller, Craig Bagshaw, Bobbi Williams Terri Ross

6.05.07. **Independent Auditor:** Diehl, Banwart, and Bolton

6.05.08. **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

7. Reports

- 7.01. SEK Interlocal
- 7.02. Technology
- 7.03. Principals’
- 7.04. Superintendent’s

8. Board Matters

- 8.01. Storage Shed (AI)
- 8.02. Handbooks (AI)
 - 8.02.01. Student
 - 8.02.02. Staff
 - 8.02.03. Coaches/Sponsors
- 8.03. Maintenance Request
 - 8.02.01. Chetopa Office Carpet (AI)
 - 8.02.02. St. Paul Cafeteria Floor (DI)
- 8.04. Donations and Gifts (AI)

9. Executive Session [75-4319],

- 9.01 Negotiations
- 9.02 Personnel

10. Personnel

11. Adjournment