

Approved: 7/20/2015

USD 378 Riley County  
Board of Education  
1<sup>st</sup> Regular Meeting at BOE library- 7:00 pm  
July 6, 2015

I. Call the meeting to order/Pledge of Allegiance

Vice-President Shane Allen called the USD 378 Board of Education's regular meeting to order on Monday, July 6, 2015, at 7:00 p.m. in the Riley County High School library following the Pledge of Allegiance.

The following members were present:

Shane Allen  
Kyle Bohnenblust  
David Higgins  
Jared Larson  
Randy O'Boyle  
Kerry Thurlow  
Ross Wahl

Others present:

Nancy Meyer, Superintendent  
Nicole Fajen, Board Clerk

See attached list for additional guests

II. Election of Board Officers

Election of President: Shane Allen

Ross Wahl nominated Shane Allen for President. There were no other nominations. Ross Wahl moved to elect Shane Allen for president. Second by David Higgins. Motion passed with seven "yes" votes cast.

Election of Vice-President: David Higgins

Randy O'Boyle nominated David Higgins for Vice-President. There were no other nominations. Randy O'Boyle moved to elect David Higgins for vice-president. Second by Ross Wahl. Motion passed with a seven "yes" votes cast.

III. Approval of Agenda

Changes, additions, and adoptions of agenda

Kerry Thurlow moved the board approve the amended agenda to add the action items of executive session and technology report. Second by Ross Wahl. Motion passed with a seven "yes" votes cast.

IV. Approval of minutes/special minutes

Kerry Thurlow moved the board approve the minutes from the regular June 15, 2015 meeting. Second by Jared Larson. Motion passed with a seven "yes" votes cast.

## V. COMMUNICATION

Shane Allen discussed the procedure for the public to communicate with the board. This was followed by discussion from all board members with pros and cons. It was decided as a group to follow policy. To be on the agenda please come to the District Office and fill out the appropriate paperwork one week before a board meeting. To speak at a meeting please complete the request prior to the meeting and give to the president.

1. Hearing of Students  
None
2. Hearing of Visitors  
None
3. Hearing of principals  
None
4. Hearing of transportation director

Frank Clark gave an oral report on transportation including: during the school year vehicle accidents, most of the vehicles are up to date on servicing, Candice Lane will replace Ken Hanson who retired, the Co-op is planning on installing a 2, 000 gallon tank this summer to replace the 1, 000 tank.

## VI. Executive Session

At 7:31 p.m., David Higgins moved the board enter into executive session to discuss personnel with Nancy Meyer to protect the privacy of the individuals to be discussed for 20 minutes. Second by Kerry Thurlow. Motion passed with a seven "yes" votes cast. Returned at 7:55 p.m. No action was taken.

## VII. Organization Business

1. Approval of Board designated appointments for the 2015-16 school year.
  - a. Appointment of Board Clerk and Records Custodian-Nicole Fajen
  - b. Appointment of Deputy Clerk-Dana Hebert
  - c. Appointment of Board Treasurer-Sandy Glessner
  - d. Appointment of Board Attorney-KASB Legal Services
  - e. Designate district KPERS representative-Sandy Glessner
  - f. Appoint Authorized Representative for School Nutrition Programs-Grace Brown

- g. Designate truancy officers for the school year (KSA 72-1113)-Principals at Grade School and High School
  - h. Appointment of official newspaper-Riley Countian
  - i. Adopt official depositories for district funds-Riley State Bank and Leonardville State Bank
  - j. Adopt 1,116 hour calendar year (KSA 72-1106).
  - k. Adopt Destruction of Records according to KSA 72-5369 for school districts and community junior colleges per statute.
  - l. Adopt Early Payment Request (KSA 12-105(b))
  - m. Adopt fees for copies of district records: \$0.15/copy and \$15/hour after 15 minutes.
2. Appointment of Superintendent to the following administrative positions:
    - a. Executive Officer for USD 378, Riley County Board of Education
    - b. Designated Representative for PL874: Impact Aid (Federal Reimbursement)
    - c. Hearing Officer for Free/Reduced Meals Program
    - d. Food Service Representative
    - e. Freedom of Information Officer
    - f. Twin Lakes Educational Cooperative (TLEC) Representative
    - g. Coordinator for Homeless Children Duties
    - h. Government Relations Officer
    - i. Section 504 Coordinator
    - j. All state and federal reports
  3. Approval of signature facsimiles for board president and superintendent
  4. Approval of Child Nutrition & Wellness Program Agreement for 2015-16
  5. Appoint compliance coordinators for Title VI & VII, Title IX, and the Age Discrimination Act and Nondiscrimination on the Basis of Disability (ADA)-Teresa Grant and Antoinette Root

David Higgins moved the board accept items 1-5 as read. Second by Jared Larson. Motion passed with seven "yes" votes cast.

6. Resolutions
  - a. **Resolution 07/06/2015A:** Establish Board of Education meeting dates for 2015-16

Ross Wahl moved to table the board of education meeting dates for 2015-16. The motion died from lack of a second. Randy O'Boyle moved the board accept the meeting dates for 2015-16. Second by Jared Larson. Discussion was had by the board of pros and cons. Motion passed with six "yes" votes and one "no" vote (Ross Wahl) cast.

- b. Establish Petty cash funds:
  - i. **Resolution 07/06/2015 B:** \$500.00 BOE
  - ii. **Resolution 07/06/2015 C:** \$1,000.00 grade school
  - iii. **Resolution 07/06/2015 D:** \$1,500.00 high school

Jared Larson moved the board except the three petty cash funds as stated. Second by Kyle Bohnenblust. Motion passed with seven "yes" votes cast.

- c. Establish Activity Funds
  - i. **Resolution 07/06/2015 E:** High School Activity Fund
  - ii. **Resolution 07/06/2015 F:** Grade School Activity Fund

David Higgins moved the board accept the two activity funds as stated. Second by Kerry Thurlow. Motion passed with a seven "yes" votes cast.

- d. **Resolution 07/06/2015 G:** Adopt General Accepted Accounting Principles (GAAP) Waiver

Randy O'Boyle moved the board accept the GAAP Waiver. Second by Jared Larson. Motion passed with seven "yes" votes cast.

- e. **Resolution 07/06/2015 H:** Home Rule

Ross Wahl moved the board accept the Home Rule. Second by Jared Larson. Motion passed with seven "yes" votes cast.

#### VIII. NEW BUSINESS

1. Discussion of 2015-16 general budget and setting of date for official hearing

August 10, 2015 (tentative)

2. Establish district mileage rate for 2015-16 school year.

Ross Wahl moved the board change the standard mileage rates for the use of a car, van, pickup or panel truck to reflect the current IRS mileage rates. The District mileage rates will adjust as to match the IRS rates as needed. Second by Randy O'Boyle. The current IRS rate for 2015 is 57.5 cents per mile. Motion passed with a seven "yes" votes cast.

3. Establish meal prices for the 2015-16 school year.

David Higgins moved the board maintain the current meal prices. Second by Randy O'Boyle. Discussion was had about the pros and cons of meal prices for 2015-16 year. Motion passed with a seven "yes" votes cast. Ross Wahl would like to explore all of the federal regulations for the food program.

4. Establish substitute teacher pay: emergency \$80 and licensed \$85
5. Establish cell phone policy reimbursements: Treasurer, Principals, Athletic Directors, Technology Director, Technology Assistant at \$65 each month
6. Establish instructional fees for 2015-16 school year KSA 72-5390 & 5389 at \$40 per student

7. Establish instructional fees for 2015-16 school year KSA 72-5390 & 5389 including activity fee at \$40 for all students 9-12 grade

Jared Larson moved the board accept items 4-7. Second by Kyle Bohnenblust. Motion passed with a seven "yes" votes cast.

- a. Technology Report

Nancy Meyer discussed the report with the board and she apologized for the lateness of the report. The annual report sets goals and objectives for the school year.

Randy O'Boyle moved the board approve the technology report. Second by Jared Larson. Motion passed with a seven "yes" votes cast. (Ross Wahl would like it recorded that he voices his concern with getting this report late and someone needs to be better at their timing).

8. Maintenance Updates

Nancy Meyer gave an oral report on maintenance updates including: updates on both gyms, roof leak at the high school, Flynn property update, and custodial cleaning update.

9. Reminder of Policy Update for July 20 Meeting
  - b. KASB Board Policy Recommendations
  - c. Grade School Student and Faculty Handbooks
  - d. High School Student and Faculty Handbooks

Nancy Meyer reminded the board to look over the KASB policy updates along with the updated handbooks and that there will need to be action taken at the next regular board meeting on July 20<sup>th</sup> on all.

10. Review of Committees for July 20 Meeting

There was discussion regarding the board committees and if they are needed. David Higgins spoke about the insurance committee he is serving. Ross Wahl spoke about the Government Relations committee he is serving. Shane Allen will move up to the Chair of the IBB committee and Randy O'Boyle will serve as a new member along with David Higgins on that committee. There was discussion about the curriculum committee. Jared Larson suggested that an oral report be given to the board in place of a committee of board members so the entire board as well as the patrons can hear what that committee has to present. Kerry Thurlow said she would research what and if any specific committees are required of the board and will report back.

11. Negotiations

Nancy Meyer gave an update on negotiations that this is still in limbo because of the court and the block grant. She has meetings coming up within the next two weeks which should give her more information.

IX. PERSONNEL

1. Resignations-none
2. New Employment
  - a. Hannah Thayer-6<sup>th</sup> grade teacher
  - b. Ned Ritthisorn-High School Volleyball Assistant Coach
  - c. Grace Pierson-Dance Sponsor

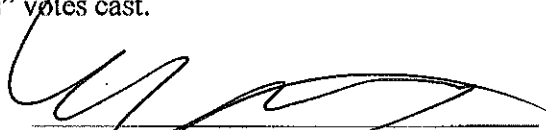
David Higgins moved the board accept the new employment of Hannah Thayer, Ned Ritthisorn, and Grace Pierson. Second by Jared Larson. Motion passed with a seven "yes" votes cast.

X. ADJOURNMENT

At 9:16 p.m., David Higgins moved the board adjourn the meeting. Second by Jared Larson. Motion passed with seven "yes" votes cast.



Shane Allen, President



Nicole Fajen, Board Clerk

**Guests at the USD 378 Riley County regular Board of Education meeting  
July 6, 2015\***

Frank Clark  
Beth and Charles Dugan  
Carol Williams  
Marilyn Johnson  
Kevin Larson  
Melissa Wahl  
Larry Tawney  
Chris Tawney  
Teresa Grant  
Katie Wendland  
Susie Swanson  
Ralph Wahl  
Harold Oliver  
Keith D. Westervelt

\* Some names were illegible and/or some individuals did not sign in

