

UNIFIED SCHOOL DISTRICT NO. 113
Board of Education office
1619 South Old HWY 75
Sabetha Kansas 66534

Preparing Kids, Shaping the Future

Minutes of the Regular Meeting, Monday July 12, 2021 6:00 PM
Held at the BOE Office, 1619 S. Old Hwy 75 Sabetha, KS

Superintendent Todd Evans called the meeting to order at 6:00 p.m. Ed Reznicek, Kathy Lippert, Ann Shaughnessy, Stan Keim, Leslie Scoby, Jim Scoby, and Kent Saylor were present. Also present were Deputy Board Clerk Elaine Mowder and others as listed on the sign-in sheet. The meeting was broadcast live on YouTube for the public.

1. Mr. Evans presented proposed amendments to the agenda:
11V. Contracts/Hires; add Cheyenne Kuckelman, Axtell Secretary
24. Approve Negotiated Agreement with PHEA for 21-22 was removed.

Motion was made by Jim Scoby, seconded by Kathy Lippert to adopt the agenda as amended. Motion carried 7-0.
2. Mr. Evans provided information regarding the terms of officers. They can follow the district's fiscal year, or calendar year. Kathy Lippert made a motion to follow the fiscal calendar for electing officers. Seconded by Ed Reznicek. Motion carried 7-0.
3. Motion was made by Kathy Lippert to nominate Ed Reznicek for the BOE President. Ed Reznicek nominate Leslie Scoby and declined his nomination because he will not be able to fulfill the position for the entire fiscal year. Jim closed the nominations. Kathy Lippert seconded Ed Reznicek's motion for the BOE President. Discussion followed by Leslie Scoby thanking Mr. Reznicek for the years he has served as President and the great job he has done. Motion carried 7-0.
Mr. Evans relinquished control of the meeting to President Leslie Scoby.
Jim Scoby nominated Kathy Lippert for Vice-President. Seconded by Kent Saylor. No discussion. Motion carried 7-0.
4. Motion was made by Kent Saylor, seconded by Ann Shaughnessy to appoint Kathy Lippert as Governmental Relation Representative. Motion carried 7-0.
5. Motion was made by Kathy Lippert, seconded by Kent Saylor, to appoint Stan Keim and Leslie Scoby to serve on the Certified Sick Leave Bank Committee for the 2021-22 school year. Motion carried 7-0.
6. Motion was made by Kathy Lippert, seconded by Ed Reznicek, to appoint Ann Shaughnessy and Stan Keim to service on the USD 113 Foundation Board. Leslie Scoby explained some of the duties of the Foundation. Motion carried 7-0.
7. Motion was made by Kent Saylor, seconded by Stan Keim, to appoint Kathy Lippert, Kent Saylor and Ed Reznicek to serve on the 2021-22 Finance Committee. Motion carried 7-0.

8. Motion was made by Ed Reznicek, seconded by Kathy Lippert, to appoint Kent Saylor, Leslie Scoby and Jim Scoby to serve on the 2021-22 Facilities Committee. Motion carried 7-0.
9. Mr. Evans gave the BOE members a handout with the transfers for the FY21 Budget and explained carryovers, general fund reimbursements, and legal max. A motion was made by Kathy Lippert, seconded by Jim Scoby, to approve bills for \$209,633.25 and transfers for the FY21 budget. Motion carried 7-0.
10. Administrative Reports: The Principals that were present each give a building report.

Assistant Superintendent Jennifer Gatz shared pictures and reported on the Elementary Summer Learning Academy that started today. She thanked the lead teachers, Cindy Wiltz, Jennifer Herrmann and Megan Peabody Becker and everyone else involved. The children were enjoying their time there. Mrs. Gatz then went over the Accreditation and that there were no recommendations for improvement. She thanked everyone involved.

Mr. Evans reported there will be an increase in BCBS for next school year. He also reported he has been working with Martin Mishler on lease purchase information for the building project at Sabetha Elementary School. He stated that the Symmetry (natural gas) bill has not been settled yet. Mr. Evans went over the Budget and Revenue Neutral timelines. He reminded board members of the special BOE meeting on July 22nd for Boardmanship and planned to invite potential new board members to attend a pre-meeting instructional session regarding the budget and other relevant topics.

11. Leslie Scoby asked if there is any portion of the consent agenda that needs pulled out for discussion. Kent Saylor left the meeting at 6:50 pm. Motion was made by Ed Reznicek, seconded by Kathy Lippert to approve the Consent Agenda as amended. Motion carried 6-0. Mr. Saylor returned to the meeting after the motion passed.

Consent Agenda:

- A. Approve minutes from the June 14, 2021 regular Board meeting
- B. Approve June Payroll for the amount of \$755,336.69
- C. Approve Lump Sum Payroll for the amount of \$218,652.07
- D.
- E. Approve Contingency Fund encumbrance for potential \$36,237.42 gas bill from February 2021
- F. Approve payment from Contingency Fund for Architect Fees
- G. Approve the opening of a petty cash account for the Axtell School with the State Bank of Bern in Axtell
- H. Designated the following:
 - *Depository for district funds – All district banks and savings and loan in district.
 - *District checking account – Morrill and Janes Bank
 - *Activity and petty cash at SES, SMS, SHS and Central Office – United Bank and Trust

- *Activity and petty cash for WAC – Girard National Bank
- *Activity and petty cash for Axtell – State Bank of Bern/Axtell
- *Official newspaper – The Sabetha Herald
- *Attendance/Truancy officer – Todd Evans, David Glynn, Rick Schnacker, Matt

Garber, Rusty Willis, Alana Seddon

- *KPERs Representative – Debra Damman
- *Holton Special Ed. Co-op representative – Todd Evans
- *USD #113 School Attorney – Martin Mishler
- *Homeless Coordinator – Jennifer Gatz
- *Compliance Coordinator for Federal anti-discrimination laws –Jennifer Gatz

Gatz

- *Freedom of Information officer – Todd Evans
- *Asbestos Compliance officer – Todd Evans

- I. Rescind all policy statements found in the minutes of this Board of Education and adopt the policy manual as presented by the superintendent.
- J. Appoint Ashley Niehues as Food Service Representative and as determining official for Free Lunch Qualifications and the Clerk of the Board as hearing officer.
- K. Adopt an 1116-hour school term to be submitted to KSDE.
- L. Approve district mileage at the state rate per mile.
- M. Continue district office petty cash at \$500.00 per month and building petty cash funds at \$200.00 per month.
- N. Continue Fidelity Bonds for Clerk and Treasurer at \$10,000.
- O. Approve District Banking with Morrill & Janes Bank and United Bank and authorize district banking as stated in attachment.
- P. Approve a resolution requesting a waiver from the statutory GAAP requirement for the preparation of financial statements and reports for the year ending June 30, 2021.
- Q. Reauthorize early payment request to avoid late fees.
- R. Approve ESSER II application and budget.
- S. Approval for Mr. Evans to sell 2 mowers.
- T. Resignations: Rachael Deters, Axtell Head Secretary;
- U. Approve Saylor Insurance Proposal
- V. Contracts/Hires: Ross Duncan, SMS summer help; Cheyenne Kuckelman, Axtell Secretary
- W. Appointment of Officers
 - a. Clerk of the Board- Debra Damman
 - b. Deputy Clerk – Elaine Mowder
 - c. Treasurer of the Board – Bart White (\$350.00 per year)
 - d. Auditor – Kickhaefer & Buessing of Marysville

12. Motion was made by Kathy Lippert, seconded by Ann Shaughnessy to approval of KASB Recommended Policy updates. No discussion followed. Motion carried 7-0.

13. Motion was made by Kathy Lippert, seconded by Ann Shaughnessy, to approve recommended staff. No discussion followed. Motion carried 7-0.

14. Motion was made by Kathy Lippert, seconded by Kent Saylor, to approve recommended supplemental staff. No Discussion followed. Motion carried 7-0.
15. Motion was made by Kathy Lippert, seconded by Ed Reznicek, to approve building-level student handbooks with the changes as presented. No discussion followed. Motion carried 7-0.
16. Mr. Evans shared an update and timeline on the Remodel/Construction Project. The Scope of Project will be voted on at the August 9th BOE meeting.
17. Kathy Lippert make a motion to approve the conversion of CD's (as they come due) to Money Market accounts to provide liquidity for the remodel and construction project, seconded by Stan Keim. Kent Saylor mentioned that we are not presently taking money out of those banks but moving it to a different fund within the same bank. Motion carried 7-0
18. Mr. Evans provided information prior to the vote on Exceeding the Revenue Neutral tax rate & Anticipated Mill Rate for FY 22. Kathy Lippert made a motion that we exceed the Revenue Neutral rate for USD 113. Mills are not to exceed 20 mills for the General Fund, 16.15 mills for the Supplemental General Fund, 7.0 Capital Outlay and 6.0 for the former USD 441 Bond Issue. Ed Reznicek seconded the motion. Motion carried 7-0.
19. Discussion was held on several of the topics for the District Plan for Safe Return to In-Person Instruction and Continuity of Services. Ed Reznicek made a motion to accept the plan as written, seconded by Ann Shaughnessy. Motion carried 5-2.
20. Mr. Evans asked that the BOE approve hiring help at the district office and gave rationale for his request. Discussion was held. Ed Reznicek made a motion to hire a District Secretary. Kathy Lippert seconded the motion. Motion carried 6-1.
21. Motion was made by Kathy Lippert, seconded by Ed Reznicek, to enter into Executive Session for 10 minutes for the purpose of discussing employee compensation under the KOMA exception for negotiations with Mr. Evans from 7:33 PM to 7:43 p.m. Motion carried 7-0.

At 7:43 p.m., motion was made by Kathy Lippert, seconded by Jim Scoby, to return to regular session. Motion carried 7-0.
22. Ed Reznicek made a motion to approve the [Classified Handbook](#) (including compensation package) for FY 21/22 as presented. Ann Shaughnessy seconded the motion. No discussion. Motion carried 7-0. (Copy attached)
23. Ed Reznicek made a motion to approve Administrative Compensation for the 21/22 school year, seconded by Kathy Lippert. No discussion. Motion carried 7-0.

25. Motion was made by Kathy Lippert, seconded by Stan Keim, to enter into Executive Session for the purpose of Consultation with USD 113 Legal Council for 10 minutes starting at 7:47 PM to 7:57 PM. Motion carried 7-0.

At 7:57 PM, motion was made by Kathy Lippert, seconded by Ann Shaughnessy, to return to regular session. Motion carried 7-0.

26. Motion was made by Kathy Lippert, seconded by Kent Saylor, to adjourn the meeting. Motion carried 7-0. President Leslie Scoby adjourned the meeting at 7:57 PM.

Board President

Deputy Board Clerk

Unofficial