

UNIFIED SCHOOL DISTRICT NO. 113

Board of Education

1619 S. Old US Highway 75

Sabetha, KS 66534

Minutes of the October 14, 2019 Regular Board Meeting

Meeting was held at Axtell Public School, Axtell KS

President Ed Reznicek called the meeting to order at 6:01 PM. Ed Reznicek, Dr. Jeff DeMint, Kathy Lippert, , Kent Saylor, Jim Scoby, Leslie Scoby and Ann Shaughnessy were present; also present were Superintendent, Todd Evans and Board Clerk, Carol Kuckelman and others who are listed on the attached sheet that becomes a part of these minutes.

Ed Reznicek presented the following changes to the agenda: Consent Agenda – Item H – Add: Resignation from Steve Shafer, Sabetha Bus driver.

Motion by Dr. Jeff DeMint, seconded by Kathy Lippert to approve the agenda as amended. Motion carried 7-0.

APS Principal, Jayson Tynon, gave the Board members a tour of the newly remodeled office, media center and library.

Consent Agenda:

- A. Approve minutes from the September 9, 2019 Regular Board Meeting.
- B. Approve payment of October bills for the amount of \$480,161.45.
- C. Approve September payroll for the amount of \$683,278.59.
- D. Accept the gift of a Baldwin Grand Piano from the Jennie Finney (John) Estate.
- E. Transition all USD 113 Board Clerk duties and assignments from Carol Kuckelman to Debra Damman effective October 19, 2019.
- F. Correction to July 8, 2019 minutes Consent Agenda Item M. Approve date for GAAP waiver resolution to be: for year ending June 30, 2020.
- G. Correction – the September 2019 bills were \$386,192.51.
- H. Resignations: Deborah Grigsby, BOE Accounts Payable; Steven Shafer, Sabetha Bus Driver.
- I. Contracts: Aaron Frey, SHS Asst. Football; Trenton Cox, SMS Asst. Wrestling; Alicia Deters, Axtell JH Girls Basketball.
- J. Personal Day requests requiring BOE approval: Shannon Garrett, SES; Elysia McGill, SES.

Ed Reznicek and the board thanked Carol Kuckelman for her time spent as Board Clerk. Leslie Scoby thanked Mary Jane Finney and the family of Jennie Finney for their donation of the grand piano to SES.

Motion by Kathy Lippert, seconded by Dr. Jeff DeMint to approve the Consent Agenda as amended. Motion carried 7-0.

Dr. Jeff DeMint reported for the USD 113 Foundation that the Appleseed Grant has received \$46,000 in requests this year and requests were received from all of the buildings. Winners of the Appleseed Grant will be announced on November 1st. He reported that there is a USD 113 Foundation meeting on Wednesday, October 16, 2019.

Jennifer Gatz gave a report to the board including information about the Community Conversations that are being held in the schools on Nov 4th and 5th. This gives the parents an opportunity to ask questions and learn what is being taught in the schools. The first Community Conversation was held in Axtell at an event in August. She also reported on the Family Festival to be held at SES on October 19, 2019 for children between the ages of 2-5. She also reported on changes to the Kansas Board of Regents curriculum requirements.

Mr. Evans reported to the board on several issues including YTD financial information, positive photos submitted by the Principals and an enrollment update. He reported that plans have changed and that the school will not be involved in the Crisis drill put on by the Sabetha Hospital and local law enforcement. The drill will begin in the SHS parking lot, but no school staff will be involved. Debbie Grigsby will continue to work part-time until a replacement has been hired and can be trained.

Kent Saylor prepared a report for the board relating to the District Viability formula that is used to determine if a campus meets viability or not when comparing revenue earned by campus to expenses. The current way of determining revenue by campus has been solely on weighted FTE. Kent Saylor's report proposed calculating revenue by weighted FTE for the General fund. For the Supplemental General (LOB) fund he outlined distributing revenue by campus based on a formula that involves valuation. In his proposal, he grouped the two smaller campuses, Wetmore and Axtell, and allocated 20% each to them for a total of 40% of LOB and then allocated 60% to Sabetha. The effect of this would be more revenue going to the smaller campuses than they receive when using weighted FTE as a measure. This measure was discussed at length.

Motion by Dr. Jeff DeMint, seconded by Ann Shaughnessy to approve the revised allocation method as follows: Revenue per campus will be identified based upon the following: General Fund revenue will be allocated according to audited, weighted enrollment by campus. The supplemental general fund will be allocated by the combined valuation of Wetmore and Axtell with each campus receiving half of the combined valuation. The Sabetha campus will receive the percentage of allocation as determined by the valuation study with updates as determined by the board. Motion carried 6-1. (copy attached)

Item 6. Request from Midwest Coating. No action was taken on this item.

Motion by Leslie Scoby, seconded by Kathy Lippert to hire Hansen Designs Architect to do a building study focusing on Sabetha Elementary School not to exceed \$6,000 based on a per hour rate. Motion carried 7-0.

With no further business, Ed Reznicek thanked Carol Kuckelman once again for service to USD 113 and wished her well in the future.

As an additional note to these minutes, Carol Kuckelman would like to thank the current USD 113 Board of Education members and former board members for your trust in me to serve as Board Clerk for USD 113 and the former USD 488. Thank you!

At 8:19 PM Motion by Leslie Scoby, seconded by Kathy Lippert to adjourn. Motion carried 7-0.

Board President

Board Clerk

USD113 (“District”) Standards of Solvency and Viability

USD 113 BOE Approved 10.14.19

1. **Financial viability is defined as the capacity to operate or be sustained.**
2. **Revenue per campus will be identified based upon the following: General Fund revenue will be allocated according to audited, weighted enrollment by campus. The supplemental general fund will be allocated by the combined valuation of Wetmore and Axtell with each campus receiving half of the combined valuation. The Sabetha campus will receive the percentage of allocation as determined by the valuation study with updates as determined by the board.**
3. **District Wide Viability Standard:**
 - a. The goal of the district is to maintain annual operating budgets with receipts equaling expenditures. If the district as a whole is operating with a deficit, an action plan should be immediately developed to eliminate the deficit.
 - b. Capital outlay funds for sustaining a building’s major expenses will be evaluated separately.
4. **Individual Campus Viability Standards:**
 - a. The goal is for each campus to achieve a breakeven level of financial performance
 - i. As long as the district as a whole is financially viable (receipts = expenditures), small campus deficits are acceptable, e.g. 0% to less than 1.25% of total balanced operating budget.
 - ii. Also to be considered is (campus deficit/campus expenditures).
 - iii. Campus deficits in excess of: (deficit/district expenditures) of 1.25%, or a deficit in excess of 7.5% (Campus Deficit/Campus Expenditures) will be considered “On Fiscal Support.”
5. **Measurement Time Periods:**
 - a. Monthly the district as a whole will measure its expenditures and compare to projected expenditures.
 - b. Annually the district will measure its prior year receipts and expenditures after completion of its CPA provided audit:
 - i. Determine if the district as a whole has performed as expected - expenditures have not exceeded receipts and reserves are adequate.
 - ii. Determine if each campus is operating at a breakeven level. Apply the formulas from section 4 of this document. If a campus is considered to be “on fiscal support” the board of education will examine the situation and will develop an action plan.
6. At any time the Board reserves the right to consider previously unknown circumstances, changed circumstances or any other factors affecting the District’s fiscal and financial performance which may require immediate changes to any established procedures to preserve the fiscal solvency of the District.