

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

**Preparing Kids, Shaping the Future**

**Agenda Regular Meeting, Monday July 13, 2020 6:00 PM**  
**To be held at the Sabetha Middle School Media Center**

1. A.I. Adopt the agenda as prepared or amended
2. A.I. Approval of BOE President and Vice President to serve for the fiscal year
3. A.I. Elect President and Vice President
4. A.I. Appoint Governmental Relation Representative
5. A.I. Appoint 2 BOE members to serve on the Certified Sick Leave Bank Committee for the 2020-21 School Year.
6. A.I. Approve final bills and transfers for the FY20 budget.

Final Bills- amount for approval will be given at the BOE meeting.

Transfers

7. A.I. Consent Agenda:
  - A. Approve minutes from the [June 8, 2020](#) regular Board meeting
  - B. Approve minutes from the [June 17, 2020](#) special Board meeting
  - C. Approve June Payroll for the amount of \$717,620.75
  - D. Approve Lump Sum Payroll for the amount of \$130,048.90
  - E. 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, Sara Toedman, Jayson Tynon
    - \*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
    - \*Freedom of Information officer – Todd Evans
    - \*Asbestos Compliance officer – Todd Evans
  - F. Rescind all policy statements found in the minutes of this Board of Education and adopt the policy manual as presented by the superintendent.
  - G. Appoint Brook Brubeck as Food Service Representative and as determining official for Federal Lunch Program and the Clerk of the Board as hearing officer.
  - H. Adopt an 1116-hour school term to be submitted to KSDE.
  - I. Approve district mileage at \$0.58 per mile.

- J. Continue district office petty cash at \$500.00 per month and building petty cash funds at \$200.00 per month.
- K. Continue Fidelity Bonds for Clerk and Treasurer at \$10,000.
- L. Approve District Banking with Morrill & Janes Bank and United Bank and authorize district banking as stated in attachment.
- M. 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, 2020.
- N. Reauthorize early payment request to avoid late fees.
- O. Resignations: Pat Rodecap, SES Crossing guard; Jasper Frazee, SMS Asst. Football coach; Michael Glatczak, AJH Football; Dee Kramer, ISS at SES;
- P. Participation in [Nemaha County Neighborhood Revitalization Plan](#)
- Q. Approve Saylor Insurance Proposal
- R. Contracts: Michelle Keim, SMS VB; Alexis McAfee, SHS/SMS Summer Conditioning; Curtis Hamilton, SHS Social Studies, Head Baseball; Cassie Elliott, Axtell 5<sup>th</sup> grade;
- S. 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

8. I.I. Hear from the following:

Administrative Reports:

[Rick Schnacker](#)

[Matt Garber](#)

[Jayson Tynon](#)

[David Glynn](#)

[Sara Toedman](#)

Jennifer Gatz

Todd Evans

PHEA

USD 113 Foundation

Legislative Update

Student Council

PTO

Site Councils

Booster Club

Public

- 9. A.I. Approve [KASB Recommended Policy](#) Updates
- 10. A.I. Approve [Job Descriptions for Custodians and Teachers](#)
- 11. A.I. Approve recommended Staff
- 12. A.I. Approve recommended Supplemental Staff
- 13. A.I. Hire Architect for Capital Improvement Projects
- 14. A.I. Approve building-level [student handbooks](#)

15. A.I. Appoint 2020-21 Finance Committee
16. A.I. Appoint 2020-21 Facilities Committee
17. A.I. Board Approval to pay BC/BS health insurance benefit in 12 installments.
18. A.I. Add 2 agenda items to July 23, 2020 Special Board of Education Meeting Agenda (1. KOMA & Boardsmanship), 2. Covid – 19 discussion and related BOE decisions, as well as 3. Approval of FY 21 Code 99 for Publication
19. A.I. Executive session for the purpose of discussing employee compensation under the KOMA exception for negotiations.
20. A.I. Adjourn