

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 13, 2020 6:00 PM
Held at the Sabetha Middle School Media Center, 751 Bluejay Boulevard, Sabetha, KS

Superintendent Todd Evans called the meeting to order at 6:00 p.m. Ed Reznicek, Kathy Lippert, Ann Shaughnessy, Dr. Jeff DeMint, Leslie Scoby, Jim Scoby, and Kent Saylor were present. Also present were Board Clerk Deb Damman and others as listed on the attached sign-in sheet.

Mr. Evans presented proposed amendments to the agenda: Item 6.A.I. – Final Bills - \$279,705.20, add Transfers. Item 7.A.I. Consent Agenda Item O. – add Julia Wilson, Axtell ISS; Item R. – add Doug Leiker, SHS Asst. Track; Deborah Ronnebaum, .2 FTE Axtell Career Coordinator. Item 9.A.I. – add i. New Updates

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

Motion was made by Dr. Jeff DeMint, seconded by Ann Shaughnessy, for the BOE President and Vice President to serve for the fiscal year. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to elect Ed Reznicek as Board President. Motion carried 7-0. Mr. Evans relinquished control of the meeting to President Ed Reznicek.

Motion was made by Dr. Jeff DeMint, seconded by Leslie Scoby, to elect Kathy Lippert as Vice President. Motion carried 7-0.

Motion was made by Dr. Jeff DeMint, seconded by Leslie Scoby, to appoint Kathy Lippert as Governmental Relation Representative. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to appoint Ed Reznicek and Leslie Scoby to service on the Certified Sick Leave Bank Committee for the 2020-21 school year. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to approve bills for \$279,705.20 and transfers. Motion carried 7-0.

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

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/Tuancy 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 5th 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

Mr. Evan expressed appreciation for May/June Food Service Program help from Brooke Brubeck, Food Service staff, volunteers, and the Sabetha Herald for coverage. The program prepared 96,512 meals. Mr. Evans provided COVID-19 related updates on graduation, school and activity schedules, and parent/teacher surveys. USD 113 is planning regular in-person schedules for school and activities.

Dr. Jeff DeMint announced that the USD 113 Foundation was scheduled to meet Wednesday night with Jeff Russell and the Greater Manhattan Community Foundation from Manhattan.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint to table approval of KASB Recommended Policy updates until next month's meeting. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Kent Saylor, to approve Job Descriptions for Custodians and Teachers. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Kent Saylor, to approve both recommended staff and recommended supplemental staff. Motion carried 7-0.

Motion was made by Kent Saylor, seconded by Ann Shaughnessy, to hire Civium to be our primary architect for upcoming Capital Improvement projects. Motion carried 7-0.

Motion was made by Dr. Jeff DeMint, seconded by Kathy Lippert, to approve building-level student handbooks with the changes as presented. Motion carried 7-0.

Motion was made by Dr. Jeff DeMint, seconded by Leslie Scoby, to appoint Kent Saylor, Leslie Scoby, and Ed Reznicek to the 2020-21 Finance Committee. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to appoint Leslie Scoby, Jim Scoby, and Kent Saylor to the 2020-21 Facilities Committee. Motion carried 7-0.

Motion was made by Dr. Jeff DeMint, seconded by Kathy Lippert, for Board approval to pay BC/BS health insurance benefits in 12 installments. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to add 2 agenda items to the July 23 Special Board of Education Meeting Agenda – Item 2. COVID-19 discussion and related BOE decisions, and Item 3. Approval of FY21 Code 99 for Publication. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to enter into Executive Session for the purpose of discussing employee compensation under the KOMA exception for negotiations with Mr. Evans from 7:27 to 7:37 p.m. Motion carried 7-0.

At 7:37 p.m., motion was made by Dr. Jeff DeMint, seconded by Kathy Lippert, to return to regular session. Motion carried 7-0.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to enter into Executive Session from 7:37 to 7:47 p.m. for the purpose of discussing employee compensation under the KOMA exception for negotiations with Mr. Evans. Motion carried 7-0.

At 7:47 p.m., motion was made by Dr. Jeff DeMint, seconded by Kathy Lippert, to return to regular session.

Motion was made by Kathy Lippert, seconded by Dr. Jeff DeMint, to adjourn the meeting. Motion carried 7-0. Meeting was adjourned at 7:49.

Board President

Board Clerk