

UNIFIED SCHOOL DISTRICT NO. 467
WICHITA COUNTY
LEOTI, KANSAS

Meeting Time and Place

1. The Board of Education of Unified School District #467, Wichita County, Kansas met in regular session at 7:00 p.m., Monday, July 10, 2023 at the Board of Education office in Leoti, Kansas.

People Present

2. Members present were: Julee Beedy, Brian Gerstberger, Jesse Harbrige, Jim Myers, Ann Wiles, and Josh Young.

Also present were: Superintendent, Lori Maxwell; Clerk, Tammy Mason; WCJSHS Principal, Brant Douglas; Director of Maintenance/Transportation, Buck Bishop; and Guest: Sara Brown.

Approved Consent Agenda

3. Jim Myers called the meeting to order at 7:00 p.m. After the Pledge of Allegiance, Josh Young motioned and Brian Gerstberger seconded to approve the consent agenda, consisting of:
 - A. Agenda for the meeting.
 - B. Minutes for the June 12, 2023 meeting.
 - C. Payments of bills and payroll.
 - D. Accept an Internship Program grant of \$2,000 from Midwest Energy, Inc. for the high school student work study program.
 - E. Personnel Actions:
 1. Appointment of Clerk: Tammy Mason is recommended.
 2. Appointment of Treasurer: Teresa Ricke is recommended.
 3. Appointment of Deputy Clerk: Nayeli Garcia is recommended.
 4. Accept the resignations of Brandon Myers and Martha Myers as custodians.
 5. Approve hiring Teagan Bishop for temporary summer help due to resignations.Motion passed 6-0.

Grow & Learn Childcare Center
MOU

4. Superintendent Maxwell presented the Grow & Learn Childcare Center MOU for annual review. There were no changes.

Title I Parent Involvement

5. Superintendent Maxwell presented the Title I Parent Involvement policy for the 2023-2024 school year. Brian Gerstberger motioned and Jesse Harbrige seconded to approve the Title I Parent Involvement policy as presented. Motion passed 6-0.

Resolutions

6. Josh Young motioned and Jesse Harbrige seconded to approve Resolutions 2024-01 through 2024-09:
 - A. Resolution No. 2024-01 concerning the Treasurer.
 - B. Resolution No. 2024-02 concerning meeting dates of the Board.
 - C. Resolution No. 2024-03 concerning depository of funds.
 - D. Resolution No. 2024-04 concerning waiver of requirements of fixed assets accounting practices.
 - E. Resolution No. 2024-05 concerning activity funds.
 - F. Resolution No. 2024-06 concerning early payment of bills to avoid penalties and/or take advantage of early discounts and the reimbursement of expenses incurred for extracurricular activities.
 - G. Resolution No. 2024-07 concerning establishing home rule by the Board of Education.
 - H. Resolution No. 2024-08 requiring teaching of Constitution on September 17 as required by Federal law as a condition of receipt of Federal funding.
 - I. Resolution No. 2024-09 concerning Adopting the Kansas Homeland Security Region C Hazard Mitigation Plan which will allow USD 467 to be eligible for funding opportunities in the event a mitigation grant is awarded. Motion passed 6-0.

Petty Cash Limits

7. Brian Gerstberger motioned and Ann Wiles seconded to approve setting the Petty Cash limits for each of the District's activity funds: WCES=\$300; WCJSHS=\$1,500; Board Office=\$1,000. Motion passed 6-0.

Designated Newspaper

8. Josh Young motioned and Julee Beedy seconded to approve the Wichita County Native Sun as the

newspaper for legal publications: To be so designated, the newspaper must be published at least once weekly within the boundaries of the school district. Motion passed 6-0.

Designation of Non-Elected Personnel

9. Julee Beedy motioned and Jesse Harbrige seconded to accept the recommended persons for designation of non-elected personnel to satisfy state and federal requirements:
- A. Each building principal to serve as the school official to report trancies for students who should be attending their respective attendance center for the 2023-24 school year.
 - B. Lori Maxwell as the purchasing agent for the school.
 - C. Tammy Mason as the food service representative.
 - 1. Approval of the School Food Service Program Agreement, Certificate of Authority/Application for Participation, and Procurement Plan.
 - D. Brant Douglas as the hearing officer for free and reduced price meal applications.
 - E. Lori Maxwell as the USD 467 Title IX and Civil Rights Compliance Officer.
 - F. Tammy Mason as Designated Agent for Kansas Public Employees Retirement System with Teresa Ricke as alternate signer.
 - G. Each building principal as custodian of activity account receipts.
- Motion passed 6-0.

Lunch and Breakfast Prices & Milk Bids

10. Brian Gerstberger motioned and Josh Young seconded to approve the recommended lunch and breakfast prices for the 2023-2024 school year: Student K-6; lunch \$2.90, breakfast \$1.60 Student 7-12; lunch \$3.30, breakfast \$1.90 Adult Meal; lunch \$4.45, breakfast \$2.50; pending the allowable reimbursement rate from state and federal guidelines. Motion passed 6-0.
11. Superintendent Maxwell presented the two milk bids received for the 2023-2024 school year. The bids were due to the district office by Monday, July 10, 2023 at noon. The bids were as follows:

- J. Leoti Foods- .43 cents per half pint for Plains 1% Milk, 1% Chocolate Milk, and 1% Strawberry Milk with cooler, delivery, and restocking provided for all milk.
- K. Hiland Dairy Company- .4250 cents per half pint for 1% milk, .4251 cents per half pint 1% chocolate milk, 1% strawberry milk, and 1% vanilla milk. Cooler is not provided.

12. Josh Young motioned and Julee Beedy seconded to approve the Leoti Foods milk bid as presented for the 2023-2024 school year. Motion passed 6-0.

Book Rental Fees

13. Ann Wiles motioned and Jesse Harbrige seconded to approve the book rental and other fees as presented for the 2023-24 school year. The fees are as follows: Preschool qualifying for At-Risk \$285.00 if paid in full at enrollment or \$315.00 (\$35.00/month August thru April includes daily milk); Preschool not qualifying for At-Risk \$575.00 if paid in full at enrollment or \$630.00 (\$70/month August thru April includes daily milk); Preschool Supply Fee \$25.00; Grades K-6 \$50 includes workbooks; Grades 7-8 \$60.00 includes workbooks; Grades 9-12 \$60.00 does not include workbooks; Grades 7-12 \$35.00 technology fee; Summer Drivers Ed for in district students \$100.00, and for out of district students \$200.00. Motion passed 6-0.

Substitute Teacher Pay

14. Josh Young motioned and Jesse Harbrige seconded to approve the substitute teacher pay at \$120 per day for fully licensed substitutes and \$90 per day for emergency licensed substitutes. Motioned passed 6-0.

2023-24 Annual Cooperative Agreement for Concurrent Enrollment at GCCC

15. Ann Wiles motioned and Brian Gerstberger seconded to approve the 2023-2024 Annual Cooperative Agreement for Concurrent Enrollment with Garden City Community College. Motion passed 6-0.

Budget Update

16. The County Clerk provided the Revenue Neutral Rate of 20.468 for General fund and 34.548 for all other funds. The district is required to notify the County Clerk by July 20th if the rate will exceed the RNR. Craig Neuenswander, Deputy Commissioner,

reviewed the proposed budget this morning and it has been determined that the Revenue Neutral Rate will most likely be exceeded if the Board approves the proposed budget and after the Revenue Neutral Rate Hearing and Budget Hearing are completed and approved.

17. The Revenue Neutral Rate Hearing will be August 21, 2023 at 8:00 a.m. at the Board of Education office.
18. The Budget hearing will be August 21, 2023 at 8:10 a.m. at the Board of Education office.
19. A special board meeting will also be held on August 21, 2023 at 8:20 a.m. beginning at the high school lobby for a building walk through and building needs assessment for the five year capital outlay plan.
20. The fund balances on June 30, 2023 were \$248,807.45 in general fund and \$29,611.31 in supplemental fund. General fund had an additional \$29,266.93 from refunds and reimbursements that may be spent above the \$3,588,948 approved budgeted amount.
21. The transfers made to close out fund balances were \$15,000 to food service from supplemental general, \$14,611.31 to special education from supplemental general, \$100,000 to special education from general, \$21,431.99 to contingency reserve from general, and \$127,375.46 to capital outlay from general.
22. Most of the money that remained from general and supplemental general (LOB) was due to having ESSER III to pay for expenses that were typically taken out of those funds. That money will be spent this year with the HVAC project and there will no longer be COVID money to supplement the school budget.
23. Superintendent Maxwell presented the cost of a 2024 Ford Expedition and asked for approval from the Board to make the necessary purchase per the capital outlay five year plan.

Approve purchase of a 2024
Ford Expedition

24. Julee Beedy motioned and Josh Young seconded to approve the purchase of the 2024 Ford Expedition in the amount of \$55,625. Motion passed 6-0.

Meal Reimbursement Rates

25. Superintendent Maxwell proposed an increase in the student and staff meal reimbursement rate from \$7.75 per meal to \$10.00 per meal. Meals are reimbursed for staff attending meetings, classes, and events that are part of the school work day. Students are given a meal reimburseable amount when attending school sponsored state events.

26. Jesse Harbrige motioned and Ann Wiles seconded to approve the increase for meal reimbursement from \$7.75 per meal to \$10.00 per meal. Motion passed 6-0.

Principal's Report

27. Superintendent/WCES Principal Maxwell presented the following updates for the schools:
A. Driver's Ed began on July 10th, there are 27 students enrolled.
B. New hot water heaters have been installed in the grade school.

Superintendent's Report

28. A. The ESSER III, HVAC project is nearing completion, Superintendent Maxwell and Mr. Bishop will meet with the construction company on Wednesday for an update on the progress.
B. There was a leak in the Jr. Sr. High school gym roof due to the recent rains. The wrestling mats became wet due to the leak. Weathercraft came to fix the leak and contacted the wrestling mat manufacturer to find out how to properly dry the mats to ensure no damage to the wrestling mats.
C. The track will be resurfaced in mid July.
D. An electrician has been contacted and will complete the electrical work on the greenhouse prior to the beginning of the school year.
E. Work on the Board of Education roof has been completed.
F. Superintendent Maxwell has been seeking used turf for the soccer field in the grade school playground, but has had no responses as of yet.
G. A correction to the previous Board Meeting in regards to the discussion on Grow & Learn Childcare Center requesting the district pay for part of the tax

exemption process costs of \$5,937.40, it should be clarified that the costs were due to the work involved in figuring out how USD 467 gained ownership of their land during the property tax exemption application process.

Executive Session for Negotiations

29. Brian Gerstberger motioned and Jesse Harbrige seconded to enter into executive session with Ms. Maxwell and Mr. Douglas present to discuss negotiations pursuant to the exception for employer-employee negotiations under KOMA. The Board will return to open session in the board room at 7:42 p.m. Motion passed 6-0.

30. The meeting returned to open session at 7:42 p.m. No action was taken.

Executive Session for Personnel

31. Brian Gerstberger motioned and Julee Beedy seconded to enter into executive session with Ms. Maxwell and Mr. Douglas present to discuss matters adversely or favorably affecting non-elected certified and classified staff pursuant to non-elected personnel exception under KOMA. The matters affecting the non-elected certified and classified staff members is their performance and employment. The Board will return to open session in the board room at 8:13 p.m. Motion passed 6-0.

32. The meeting returned to open session at 8:13 p.m. Josh Young motioned and Ann Wiles seconded to approve rehiring all classified staff for the 2023-2024 school year with raises as presented in executive session. Motion passed 6-0.

33. Brian Gerstberger motioned and Julee Beedy seconded to approve all supplemental contracts as presented for the 2023-2024 school year. Motion passed 6-0.

34. Ann Wiles motioned and Brian Gerstberger seconded to approve all fall coaches as presented in executive session for the 2023-2024 school year. Motion passed 6-0.

35. Jesse Harbrige motioned and Josh Young seconded to approve the Negotiated Agreement with the salary

increase, fringe benefit, and supplemental increase to FFA as presented. Motion passed 6-0.

Adjournment

36. Jim Myers officially adjourned the meeting at 8:15 p.m.

Jim Myers, President

Tammy Mason, Board Clerk

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