



USD 320 - Wamego Public Schools Board of Education

1008 8th St.
Wamego, KS 66547
www.usd320.com

Phone: (785) 456-7643
Fax: (785) 456-8125

Michele Johnson
District 1

Ryan Hargitt
District 2

Nicolette Zeigler
District 3

Amy Schwein
District 4

Rob Pettay
District 5

Rob Adams
District 6

Bruce Coleman
At-Large

Tim Winter
Superintendent

Kathryn Mayfield
Clerk of the Board

BOARD OF EDUCATION MEETING MINUTES

Wamego Public Schools
July 10, 2017, 7:00 p.m.

ROLL CALL / PLEDGE OF ALLEGIANCE (7:00 PM)

President Rob Adams called the regular meeting of the USD 320 Board of Education to order at 7:00 p.m., Monday, July 10, 2017 at the USD 320 Professional Learning Center. Members of the board present were Rob Adams, Bruce Coleman, Ryan Hargitt, Michele Johnson, Rob Pettay, Amy Schwein, and Nicolette Zeigler.

Also in attendance were Superintendent Tim Winter, Clerk Kathryn Mayfield, and Operations Director Larry Hannan. The meeting began with the Pledge of Allegiance led by Bruce Coleman.

ELECTION OF BOARD OFFICERS (7:02 PM)

Rob Adams nominated Ryan Hargitt for the position of President. Nicolette Zeigler seconded. There being no further nominations, Mr. Adams called for a vote. Ryan Hargitt was elected 7-0.

Mr. Hargitt assumed the position of President at this time. Mr. Hargitt called for nominations for the position of Vice-President. Amy Schwein nominated Rob Pettay; Rob Adams seconded. Bruce Coleman nominated Michele Johnson; Rob Pettay seconded. Mr. Hargitt called for a vote – the vote was 4=Pettay; 3=Johnson. Mr. Pettay was elected as Vice-President.

APPROVAL OF AGENDA (7:04 PM)

Rob Adams noted that Item 10 needed to be updated to say 2017-2018 school year. Rob Adams made a motion to approve the agenda as amended. Rob Pettay seconded. Motion carried 7-0.

ITEMS FOR THE GOOD OF USD 320 (7:05 PM)

Board President Rob Adams and Superintendent Tim Winter reviewed items submitted by the schools for BOE information. The Board further recognized Operations Director Larry Hannan who was recently awarded the Spirit of Hope Award.

CONSENT AGENDA (7:09 PM)

Bruce Coleman asked that Item "L" be pulled from the consent agenda. Rob Adams made a motion to approve the consent agenda as presented with the exception of Item L. Amy Schwein seconded. Motion carried 7-0. Items approved on the consent agenda were as follows:

- A. Approval of minutes of June 12 and June 13, 2017 Board of Education meetings.
- B. Approval of payment of June 2017 bills.
- C. Approval of June 2017 Treasurer's and Fund Reports.
- D. Approval of KSDE June 2017 Unencumbered Cash Report.
- E. Approval of building activity fund reports for June 2017.
- F. Approval of journal entries and cash receipts for June 2017.
- G. Approve the July 2017 Personnel Report.

- H. Approve Supplemental and Rule X coaching recommendations for 2017-2018 (enclosure).
- I. Approve resolutions to establish petty cash funds for Wamego High School, Wamego Middle School, West Elementary School, Central Elementary School, Wamego Special Service's Cooperative, and the USD 320 District Office. (Enclosure)
- J. Approve resolutions to allow the establishment of activity funds for the Wamego High School, Wamego Middle School, West Elementary, and Central Elementary School. (Enclosure)
- K. Approve the mileage reimbursement rate for the 2017-2018 school year at \$0.535 per mile (state rate) effective July 1, 2017;
- ~~L. Approval of Board designated appointments for the 2017-2018 school year:~~
- ~~• Clerk of the Board – Kathryn Mayfield~~
 - ~~• Deputy Clerk – Kati Wolfgang~~
 - ~~• Treasurer – Cindy Bryson~~
 - ~~• KPERs Designated Agent – Kati Wolfgang~~
 - ~~• Federal Compliance Officer (includes Title I, Title IV, Title IX, Section 504, and all other federal programs) – Tim Winter~~
 - ~~• District Homeless Coordinator – Dr. Mary Kaye Siebert~~
 - ~~• State and Federal Food Service Designate – Cindy Bryson~~
 - ~~• District Freedom of Information Officer – Tim Winter~~
 - ~~• Truant Officers – Central Elementary – Tori Dow; West Elementary – Amy Flinn; Wamego Middle School – Vici Jennings; Wamego High School – Chad Brechoison~~
 - ~~• Newspaper of Record – The Wamego Times~~
 - ~~• Primary Depository of Board Funds for Checking and Savings Accounts – Bank of the Flint Hills~~
 - ~~• Determining Official for Free and Reduced Price Meal Applications – Cindy Bryson~~
 - ~~• Hearing Officer for Free and Reduced Price Meal Application Appeals – Kathryn Mayfield~~
 - ~~• Determining Official for Free and Reduced Price Textbook Rental and Other Fee Reductions Based on Free and Reduced Meal Status – Cindy Bryson~~
 - ~~• Legal Depositories for USD 320 – Bank of the Flint Hills, Kaw Valley State Bank and Trust Company, Security Bank of Kansas City, Bonnington State Bank, and Landmark National Bank~~
 - ~~• District designated attorney: John D. Watt.~~
 - ~~• Approve the following limits to be placed on district credit card use:~~
 - ~~▪ VISA (5 cards) \$3,000 each card~~
 - ~~▪ Wal-Mart (5 cards) \$3,000 total~~
 - ~~▪ Staples (2 cards) \$25,000 total~~
 - ~~▪ Office Depot (2 cards) \$4,000 total~~
 - ~~▪ Orscheln (2 cards) \$1,000 total~~
 - ~~▪ Hobby Lobby (2 cards) \$2,000 total~~
 - ~~▪ Dillon's (2 cards) \$2,000 total~~
 - ~~▪ CNH Capital (Kan-Equip) \$18,000 total~~
 - ~~▪ Tractor Supply (5 cards) \$5,000 total~~
 - ~~▪ Dollar General (2 cards) \$800 total~~
 - ~~▪ Best Buy (3 cards) \$10,000 total~~
 - ~~▪ WEX Fuel Cards~~
- M. Approve the 17-18 contract agreement with KETC/Keystone Learning Services (Web Kids) in the amount of \$3,647.00; (Enclosure)
- N. Approve agreement with Wamego Country Club regarding Wamego Cross Country using their facilities for 2017-2018. (Enclosure)
- O. Approve the agreement between USD 320 and Wamego Youth Football Organizations for the 2017-2018 school year. (Enclosure)
- P. Approve the contract with Psychemedics for the 2017-2018 SY. (Enclosure)
- Q. Accept the anonymous donations totaling \$5,750.00 for the Random Drug Testing program.
- R. Approve the SpEd Co-Op contract with Greenbush to provide "Low Incidence" hourly services for 2017-2018.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA (7:10 PM)

Bruce Coleman asked for clarification on the use of the district VISA cards, CNH Capital account and WEX cards. After clarification was made, Bruce Coleman made a motion to approve Item L as presented.

Michele Johnson seconded. Motion carried 7-0. Item approved as follows:

- L. Approval of Board designated appointments for the 2017-2018 school year:
- Clerk of the Board – Kathryn Mayfield
 - Deputy Clerk – Kati Wolfgang

- Treasurer – Cindy Bryson
- KPERS Designated Agent – Kati Wolfgang
- Federal Compliance Officer (includes Title I, Title IV, Title IX, Section 504, and all other federal programs) – Tim Winter
- District Homeless Coordinator – Dr. Mary Kaye Siebert
- State and Federal Food Service Designate – Cindy Bryson
- District Freedom of Information Officer – Tim Winter
- Truant Officers - Central Elementary – Teri Dow; West Elementary – Amy Flinn; Wamego Middle School – Vici Jennings; Wamego High School – Chad Brecheisen
- Newspaper of Record - The Wamego Times
- Primary Depository of Board Funds for Checking and Savings Accounts – Bank of the Flint Hills
- Determining Official for Free and Reduced Price Meal Applications – Cindy Bryson
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- Approve the following limits to be placed on district credit card use.
 - VISA (5 cards) \$3,000 each card
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 - Tractor Supply (5 cards) \$5,000 total
 - Dollar General (2 cards) \$800 total
 - Best Buy (3 cards) \$10,000 total
 - WEX Fuel Cards

BOND CONSTRUCTION UPDATE—BBN/COONROD (7:11 PM)

Carl Riblett of BBN updated the board on the construction progress at this point.

RESOLUTION TO EXTEND TERM OF OFFICE (7:26 PM)

Rob Adams made a motion to approve the resolution to extend term of office for Michele Johnson, Ryan Hargitt and Nicolette Zeigler. Nicolette Zeigler seconded. Motion carried 7-0.

ADOPTION OF THE 1116-HOUR SCHOOL TERM FOR THE 2017-18 SCHOOL YEAR (7:27 PM)

Nicolette Zeigler made a motion to adopt the 1116-Hour school term for the 2017-2018 school year. Bruce Coleman seconded. Motion carried 7-0.

ADOPT THE RESOLUTION TO ESTABLISH HOME RULE BY THE BOARD OF EDUCATION (7:28 PM)

Rob Adams made a motion to adopt the resolution to establish Home Rule by the Board of Education for the 2017-2018 school year. Rob Pettay seconded. Motion carried 7-0

ADOPTION OF THE RESOLUTION SPECIFYING THE DATES AND TIMES FOR THE USD 320 BOARD OF EDUCATION MEETINGS FOR THE 2017-2018 SCHOOL YEAR (7:29 PM)

Amy Schwein made a motion to adopt the resolution specifying date and times for the USD 320 Board of Education meetings for the 2017-2018 school year. Bruce Coleman seconded. Motion carried 7-0.

ADOPTION OF THE RESOLUTION SEEKING WAIVER – GAAP WAIVER (7:30 PM)

Bruce Coleman a motion to adopt the resolution seeking waiver of requirements by law applying generally accepted accounting principles to USD 320 financial reports and audits. Amy Schwein seconded. Motion carried 7-0.

APPROVE THE RESOLUTION FOR ANNUAL DESTRUCTION OF OLD RECORDS (7:31 PM)

Rob Adams made a motion to approve the resolution for annual destruction of old records as stated. Nicolette Zeigler seconded. Motion carried 7-0.

RESCIND AND ADOPT BOARD POLICY (7:32 PM)

Rob Adams made a motion to rescind all previous policies and rule statements and adopt the policies and rule statements presently in the USD 320 Policy Manual. Bruce Coleman seconded. Motion carried 7-0.

APPOINT KASB BOARD DELEGATE FOR 2017-2018 (7:33 PM)

Amy Schwein nominated Michele Johnson as the 2017-2018 KASB Board Delegate. Nicolette Zeigler seconded. There being no further nominations, Michele Johnson was elected by a vote of 7-0.

FOOD SERVICE/COLLECTION POLICY UPDATES—2ND READING (7:34 PM)

Nicolette Zeigler made a motion to approve the revised food service and collection policies as presented. Rob Adams seconded. Motion carried 7-0.

OPEN ENROLLMENT—2017-2018 SCHOOL YEAR (7:35 PM)

General discussion occurred regarding the enrollment policy. There was no action taken.

EXECUTIVE SESSION (7:46 PM)

At 7:47 p.m., Rob Adams made a motion to go into executive session to discuss personnel matters of nonelected personnel in order to protect the privacy interests of the individual(s) to be discussed and to have preliminary discussions about the acquisition of real property in order to protect the public interest in obtaining the property at a fair price and to return to open session at 8:10 p.m. Rob Pettay seconded. Motion carried 7-0. Meeting recessed at 7:47 p.m. The Board invited the Superintendent into executive session. Meeting returned to open session at 8:10 p.m.

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At 8:20 p.m., Bruce Coleman made a motion to go into executive session to discuss personnel matters of nonelected personnel in order to protect the privacy interests of the individual(s) to be discussed and to return to open session at 8:30 p.m. Rob Pettay seconded. Motion carried 7-0. Meeting was recessed at 8:20 p.m. The Board invited the Superintendent into executive session. Meeting returned to open session at 8:30 p.m.

ADJOURN MEETING

At 8:32 p.m., Rob Adams made a motion to adjourn the meeting. Amy Schwein seconded. Motion carried 7-0. Meeting was adjourned at 8:32 p.m.

Clerk of the Board

Date