

- C. Resolution for Rescinding Policy Statements Found in Board Minutes & Adoption of Current Written Board Policies
 - D. Resolution to Establish Home Rule by Board of Education
 - E. GAAP Resolution
 - F. Resolution to Establish Superintendent's Petty Cash Fund
 - G. Resolution to Establish Principals' Petty Cash Fund
 - H. Resolution to Establish an Activity Fund
 - I. Resolution Authorizing Destruction of Records
- ***Erich Glave seconded. Motion carried: 4-0***

(A)
RESOLUTION TO ESTABLISH REGULAR MEETING DATES

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 217, Morton County, Kansas, at its regular meeting held July 10, 2017, established the following meeting schedule for regular board of education meetings to be held during the 2017-2018 school year:

Hour of commencing the meeting:	<u>6:30 p.m.</u>
Day of the week the meeting will be held:	<u>Monday</u>
Week of the month the meeting will be held:	<u>Week Including Second Monday of the Month</u>
Meeting place:	<u>Hays Educational Center</u>

If the established meeting date falls on a legal holiday or a holiday specified by the board of education, such regular meeting will be held the **following day at the same place**, commencing at 6:30 p.m. If the established meeting is canceled because of an emergency, within 24 hours of such cancellation, the board shall establish and give notice of the new meeting date and time.

The board of education reserves the right to adjourn any regular meeting to another time and place.

(B)
**RESOLUTION TO ESTABLISH
 BOARD POLICY COMMITTEE REGULAR MEETING DATES**

Be it resolved that pursuant to K.S.A. 72-8205, the Board of Education of USD 217, Morton County, Kansas, at its regular meeting held July 10, 2017, established the following meeting schedule for regular Board of Education policy meetings to be held the 2017-2018 school year:

Hour of commencing the meeting:	<u>6:30 p.m.</u>
Day of the week the meeting will be held:	<u>Tuesday</u>
Week of the month the meeting will be held:	<u>Week Including Third Tuesday of Month</u>
Meeting place:	<u>Hays Educational Center</u>

The Board Policy Committee reserves the right to adjourn any regular meeting to another time and place.

(C)

**RESOLUTION FOR RESCINDING POLICY STATEMENTS
FOUND IN BOARD MINUTES & ADOPTION OF
CURRENT WRITTEN BOARD POLICIES**

Be it resolved that all policy statements found in the minutes of this board of education prior to June 30, 2017, be rescinded, and that the Board of Education adopt the written policies as presented and recommended by the superintendent of schools, to govern this school district during the 2017-2018 school year, subject to periodic review, amendment, and revision by the board of education.

**(D)
RESOLUTION TO ESTABLISH
HOME RULE BY BOARD OF EDUCATION**

WHEREAS, the Board of Education of Unified School District No. 217, Morton County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 217, Morton County, Kansas, that the board shall exercise the power granted by law and by this resolution.

**(E)
RESOLUTION TO WAIVE THE ANNUAL REQUIREMENT
OF GENERALLY ACCEPTED ACCOUNTING
PRINCIPLES AND FIXED ASSET ACCOUNTING**

WHEREAS the Board of Education of Unified School District 217, Morton County, Kansas, has determined that the financial statements and financial reports for the year ended June 30, 2017, to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the Board or the members of the general public of the Unified School District and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 217, Morton County, Kansas, in the regular meeting duly assembled this 10th, day of July, 2017, that the Board

requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District for the year ended June 30, 2017.

BE IT FURTHER RESOLVED THAT THE Board shall cause the financial statements and financial reports of the Unified School District to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this state.

(F)

**RESOLUTION TO ESTABLISH
SUPERINTENDENT'S PETTY CASH FUND**

WHEREAS, the Board of Education of Unified School District 217, Morton County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes as deemed necessary by the Superintendent.

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 217, Morton County, Kansas that a petty cash fund designated as the Superintendent's Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures as deemed necessary by the Superintendent. The fund shall be in the amount of \$500.

The fund shall be administered by the Superintendent. The secretary shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the Board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee. Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202d(b) and the provisions of K.S.A. 12-105b shall not apply.

(G)

**RESOLUTION TO ESTABLISH
PRINCIPALS' PETTY CASH FUND**

WHEREAS, the Board of Education of Unified School District 217, Morton County, Kansas, has determined that the creation of a petty cash fund is an efficient method to pay expenses for school district purposes as deemed necessary by the Principals.

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 217, Morton County, Kansas that a petty cash fund designated as the Principals' Petty Cash Fund is created for the purpose of receiving and expending funds for needed district expenditures as deemed necessary by either Principal. The fund shall be in the amount of \$300.

The fund shall be administered by the Principals. The secretary shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts,

expenditures and balance at the end of each month. An itemized receipt shall be maintained for each expenditure. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Upon proper report to the Board, the petty cash fund shall be replenished by payment from the appropriate fund of the school district.

The petty cash fund shall not be loaned or advanced against the salary of any employee.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202d(b) and the provisions of K.S.A. 12-105b shall not apply.

(H)

➤ RESOLUTION TO ESTABLISH AN ACTIVITY FUND

WHEREAS, the Board of Education of Unified School District 217, Morton County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law authorizes the establishment of school activity funds;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District 217, Morton County, Kansas, that an activity fund designated as the activity fund is created for the purpose of receiving and expending funds for student activities, including athletics, music, forensics, dramatics and other board approved student extra-curricular activities.

The fund shall be administered by the Principal. The high school secretary shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202d(b) and the provisions of K.S.A. 12-105b shall not apply.

(I)

RESOLUTION AUTHORIZING DESTRUCTION OF RECORDS

Be it resolved that the Board of Education of USD 217, Morton County, Kansas shall authorize the Clerk of the Board to destroy the records pursuant to K.S.A. 72-5369 and 72-5370.

List of records to be destroyed:

- Original bookkeeping books of entry, claims, vouchers and purchase orders – 5 years
- Official bonds of surety or indemnity – 5 years after termination of employment of covered employee
- Insurance Policies – 5 years after expiration of policy
- Formal Audit Reports – 5 years
- Financial reports relating to programs supported by federal funds – 3 years or time specified in federal law
- Financial papers (warrants, checks, receipts, etc.) – 6 months after formal audit reports are filed
- Bonds or coupons stamped paid or canceled and returned to district by state fiscal agent – 6 months after next formal audit of the district

- *Erich Glave moved to adopt Elkhart Tri-State News as official district publication, and to appoint Rick Yoxall as the school attorney. Jean Ann Hull seconded. Motion carried: 4-0*
- *Jean Ann Hull moved to adopt April 13, 20, 27, and May 4, 11, 2018 as inclement weather days, and to adopt the 1116-hour school calendar. Erich Glave seconded. Motion carried: 4-0*
- *Erich Glave moved to appoint the following:*
 - *Shelley Barrett as designated KPERS Representative*
 - *Kim Mauk as Freedom of Information Officer, Title Programs Coordinator*
 - *Arleen Clinesmith as authorized representative for Food Service*
 - *Kim Mauk as Hearing Officer for free and reduced priced meal appeals*
 - *Gardell Schnable as Determining Official for free and reduced priced meal applications*
 - *Kim Mauk and Gardell Schnable as Truancy Officers for K-12*
 - *Gardell Schnable as Section 504 Coordinator and Homeless Liaison*
 - *Jean Ann Hull as KASB Governmental Relations Network representative and Erich Glave as alternate.*
 - *Lloyd Dixon to HPEC Board and Erich Glave as alternate.*
 - *Jean Ann Hull, Lloyd Dixon, and Erich Glave to serve on the negotiation team.*
- *Darren Clark seconded. Motion carried: 4-0*
- *Erich Glave moved to adopt K.S.A. 72-5209 et.seq. as immunization policy and K.S.A. 12-105(b) as early payment policy. Jean Ann Hull seconded. Motion carried: 4-0*

2017-2018 Meal Prices

Breakfast: Grades K-5: \$1.60	Employees: \$2.00	Adult Guests: \$3.00
6-12: \$1.70	Employees: \$3.60	Adult Guests: \$4.00
Lunch: Grades K-5: \$2.60		
6-12: \$2.70		
Reduced Breakfast: .30	Reduced Lunch: .40	

- *Driver's Education Tuition: \$125 in district and \$325 out-of-district*
- *Student physicals: Price is determined by Clinic*
- *Mileage reimbursement at \$0.54 per mile*
- *Supply Fee: \$35.00*
- *Erich Glave moved to establish meal prices, miscellaneous fees as listed above and to adopt the 2018 KSDE CNW Program Agreement, Procurement Plan, Unpaid Meal Policy, and Standard of Conduct. Jean Ann Hull seconded. Motion carried 4-0*
- *Erich Glave moved to establish the Substitute rate as follows: \$85 per day. Darren Clark seconded. Motion carried: 4-0*

Public Open Forum* (See comments)

Vanessa Reza, Kaberlin Hull and TreTre Cooper request permission to host a smash ball tournament to raise funds for high school basketball girls travel gear. **The Administration and Board grant permission for the fundraiser.**

Adoption of Consent Agenda Items

Approval of Minutes of June 12, 2017 Regular Meeting and Activity Funds Report

- *Darren Clark moved to approve the minutes of the June 12, 2017 regular meeting and the activity fund report. Kent Milburn seconded. Motion carried: 4-0*

Clerk's & Treasurer's Reports

Warrant Reports / Treasurer's Report / Budget Report

- *Kent Milburn moved to pay the warrants and approve the Clerk & Treasurer's Report and the Budget Report as presented. Erich Glave seconded. Motion carried: 4-0.*

Executive Session (if needed)

Personnel

A. First/Second Grade Teacher

- *Kent Milburn moved to approve the hire of Jessica Slaughter as a long term substitute at \$110.00 a day. Erich Glave seconded. Motion carried: 4-0.*

B. Library/ATA Paraprofessional

- *Kent Milburn moved to approve the hire of Dana Kallenbach as the Library/ATA Paraprofessional at \$10.00 per hour. Erich Glave seconded. Motion carried: 4-0.*

Administrative Reports

A. Gardell Schnable, Principal

See report presented by Kim Mauk.

B. Kim Mauk, Superintendent

See report.

Old Business

A. 2017-2018 Student Insurance Quote

- *Kent Milburn moved to accept the proposal from the Jim Gill Agency for student insurance in the amount of \$1827.00 for the 2017-2018 school year. Jean Ann Hull seconded. Motion carried: 4-0.*

B. 600/606 Madison Fence Bids

- *Erich Glave moved to accept the bid from Superior Fence without the options in the amount of \$11,816.00. Kent Milburn seconded. Motion carried: 4-0.*

New Business

A. Hiland Dairy Bid

- *Darren Clark moved to accept the Hiland Dairy bid for milk products for the 2017-18 school year. Kent Milburn seconded. Motion carried: 4-0*

B. Budget Adoption/Hearing Dates

A special meeting will be held August 7th at 7:00 a.m. for the adoption of the budget for publication and to set the hearing date. A special meeting will be held August 21st for the budget hearing at 7:00 a.m.

C. Testing Data Presentation

Mrs. Kris Hall provides last year's state assessments summary for Math, ELA, and KELPA results.

D. Handbook Updates/Approval

- *Erich Glave moved to approve the Elementary handbook, JH/HS handbook, Teacher handbook, Support Staff handbook, Activity handbook and Substitute handbook with the recommended changes and updates. Kent Milburn seconded. Motion carried: 4-0*

