

**UNOFFICIAL MINUTES OF THE USD #110
BOARD OF EDUCATION MEETING
July 14, 2008**

I. CALL TO ORDER: The regular meeting of USD #110 was called to order by Interim President Bob Ragsdale at 7:30 p.m. Other members present were Becky Levin, Lisa Capps, Ron Rahjes, Joel Hrabe and Brian Dettmer. Also present were Jeff Yoxall, Beth Norris, Sheila Dues and Phil Riedel.

II. APPROVAL OF THE AGENDA: Additions to the Action Items *)403(b) Plan Administrative Services, Budget Prep, Fire Extinguishers and Bonds. Lisa Capps moved to approve the amended agenda. Joel Hrabe seconded. Motion carried 6-0.

III. REQUESTS TO ADDRESS THE BOARD: None.

IV. APPROVAL OF MINUTES: Brian Dettmer moved to approve the minutes from the USD #324, June 23, 2008 Special Meeting as presented, and the USD #238 June 30, 2008 Special Meeting as presented. Lisa Capps seconded. Motion carried 6-0.

VI. PERSONNEL TO BE APPOINTED: As recommended by Jeff Yoxall, Ron Rahjes moved that the following people be appointed for the 2008-2009 School Year:

- A. Clerk of the Board – Sheila Dues
- B. Deputy Clerk of the Board – Megan Hudson
- C. Treasurer of the Board – Steve Wangerin
- D. Board Attorney: Rance Ames

Becky Levin seconded the motion. Motion carried 6-0.

VII. SELECTION OF MEETING TIME AND DATE: Ron Rahjes moved to designate the following: Regular Meeting Days: The second Monday of each month will be the regular monthly board meeting day. The starting time for each meeting will be 7:30 p.m. Meetings will be held in the Board of Education Room in the District Office unless otherwise scheduled. Lisa Capps seconded. Motion carried 6-0. Ron Rahjes moved to designate the following: Conflict Meeting Day and Time: The conflict meeting day will be as determined. The starting time for each meeting will be 7:30 p.m. Meetings will be held in the Board of Education Room in the District Office unless otherwise scheduled. Lisa Capps seconded. Motion carried 6-0.

IX. ACTION ITEMS:

A. Consent Agenda: Joel Hrabe moved to approve the following items on the Consent Agenda, as recommended by Jeff Yoxall. Brian Dettmer seconded. Motion carried 6-0.

1. Designation of Officers

- a. Truancy (Jeff Yoxall)
- b. KPERS (Sheila Dues)
- c. Title Programs (Jeff Yoxall)
- d. Title VI, VII, & IX (Phil Riedel)
- e. Sec. 504 (Chris Hipp)
- f. F/R Application Determining Officer/Food Service Rep (Megan Hudson)
- g. Food Service Hearing Officer (Sheila Dues)
- h. Activity Funds Manager (Linda Rice/Roberta Atchison) - The Board Of Education authorizes the Superintendent K-12 Principal(s) to oversee the gate receipts as authorized in 1994, House Bill 2802
- i. Impact Aide Representative (Sheila Dues)
- j. Homeless Children Coordinator (Jeff Yoxall)

B. Designation of depository of funds: Becky moved to designate Farmers National Bank as the depository of funds. Lisa Capps seconded. Motion carried 6-0.

C. Designation of District Newspaper: Lisa Capps moved to designate the Phillips County Advocate as the District Newspaper. Becky Levin seconded. Motion carried 6-0.

D. Waiver of GAAP Accounting Practices: Ron Rahjes moved to adopt the resolution to be exempt from the GAAP requirements as follows:

WHEREAS the USD #110, Thunder Ridge Schools, Phillips County, Kansas, has determined that the financial statements and financial reports for the year ended June 30, 2009 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 USD #110 Thunder Ridge Schools Board of Education or the members of the general public of the USD #110 Thunder Ridge Schools District and

WHEREAS there are no revenue bond ordinances or resolutions, 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 2009.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education, USD #110 Thunder Ridge Schools, Phillips County, Kansas, in the regular meeting duly assembled this 14th day of July, 2008, that the Board of Education waives the requirements of K.S.A. 75-1120a(a) as they apply to the USD #110 Thunder Ridge Schools for the year ended June 30, 2008.

BE IT FURTHER RESOLVED THAT THE Board of Education shall cause the financial statements and financial reports of the USD #110 Thunder Ridge Schools 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.

E. Capital Outlay Resolution: Discussion was held regarding Capital Outlay. Tracy Atchison entered the meeting at 7:56 p.m. Discussion continued. Brian Dettmer moved to adopt a resolution for Capital Outlay to make an annual tax levy for a period not to exceed 5 years in an amount not to exceed 8 mills upon the taxable tangible property in the school district. Lisa Capps seconded. Motion carried 7-0.

F. LOB Resolution: Discussion was held. No action taken--the LOB will remain at the current rate of 27.22%.

G. Mileage Reimbursement: Discussion held regarding mileage reimbursement and the state rate of \$.505 per mile. Lisa Capps moved to set mileage reimbursement at \$.505 per mile. Tracy Atchison seconded. Motion carried 7-0.

H. Petty Cash Limits: Petty cash limits were discussed. Becky Levin moved to set the petty cash limits at \$1,500.00 for both the Middle School and District Petty Cash Accounts. Ron Rahjes seconded. Motion carried 7-0.

I. Adopt 1,116 hour calendar: Jeff Yoxall recommended that the 1,116 hour calendar be adopted for the 2008-09 School Year. Tracy Atchison moved to adopt the 1,116 hour calendar. Joel Hrabec seconded. Motion carried 7-0.

J. Approve Title I Program for 2008-09: Jeff Yoxall recommended adoption of the Title I Program. Lisa Capps moved to adopt the Title I Program for the 2008-9 School Year as recommended. Tracy Atchison seconded. Motion carried 7-0.

K. Board Positions: Positions 1-7 for the USD #110 BOE were discussed. Tracy Atchison moved to designate positions 1-3 for members of the former USD #324 district, and positions 4-6 for members of the former USD #238 district. Position 7 would remain at-large. Lisa Capps seconded. Motion carried 7-0.

L. Bus Driver Contracts: Bus Driver contracts were discussed. Joel Hrabec moved to increase the current Bus Driver salary from \$8,250.00 to \$8,750.00, the number of personal leave days from 3 to 10, and to add wording that states each full-time driver will be given credit for driving a 4-hour day. The wording will be changed to qualify drivers to participate in the district's 125 Plan at their own expense.

M. Committees: Committees were discussed. No action was taken. This item will be an action item at future meetings as needed.

N. Meal Prices: Meal prices and rising food costs were discussed. Jeff Yoxall recommended meal prices as follows:

Noon Meals
K-8 - \$1.60
9-12 - \$1.85
Adult - \$2.70

Breakfast
K-12 - \$.95
Adult - \$1.10

Tracy Atchison moved to set the meal prices as recommended. Brian Dettmer seconded. Motion carried 7-0.

O. Student Fees: Student fees were discussed. Jeff Yoxall recommended an activity fee of \$10.00/student for grades K-12 to make admission at home activities easier for parents and ticket takers. Tracy Atchison seconded. Motion carried 7-0.

P. Textbook Rental: Rental fees were discussed. Brian Dettmer moved not to charge textbook rental. Becky Levin seconded. Motion carried 7-0.

Q. Credits to Graduate: The numbers of credits to graduate were discussed, with the administration recommending a minimum of 23. Ron Rahjes moved that the number of credits needed to graduate from USD #110 be a minimum of 23. Brian Dettmer seconded. Motion carried 7-0.

R. Handbooks: Handbooks were reviewed and discussed. Ron Rahjes moved that this item be tabled to the next regular meeting. Joel Hrabe seconded. Motion carried 7-0.

T. School Nurse Contract: The services and need for a School Nurse for a diabetic student were discussed. Jeff Yoxall recommended a contract with Marcia Bose, RN. Becky Levin seconded. Motion carried 7-0.

U. Student Insurance: Jeff Yoxall discussed providing student insurance. Rates with Student Assurance Services to include Group Activities, Mid-Catastrophic Activities Group and all pupil coverage at an approximate cost of \$6,381.50 were discussed. Tracy Atchison moved to provide student insurance thru Student Assurance Services to include Group Activities, Mid-Catastrophic Activities and all pupil coverage at an approximate cost of \$6,381.50. Joel Hrabe seconded. Motion carried 7-0.

V. KASB Membership: Rates for KASB Membership for the 2008-09 School Year were discussed. Becky Levin moved to approve KASB Membership Dues at a cost of \$2,940.00, and Legal Assistance Fund Dues at a cost of \$1,100.00. Lisa Capps seconded. Motion carried 7-0.

W. NCKSEC Board of Education Representative: Jeff Yoxall discussed a request from the North Central Kansas Education Center (NCKSEC) for a USD #110 board member fill a vacancy on their board. Brian Dettmer volunteered to fill the position. Joel Hrabe moved to approve Brian Dettmer as a member of the NCKSEC's Board. Tracy Atchison seconded. Motion carried 7-0.

X. K-Jump Contract: Jeff Yoxall presented a member participation agreement from the Kansas Joint Utilities Management Program (KJUMP) to participate in their Utilities Management Program for natural gas. Lisa Capps moved that USD #110 participate in KJUMP's Utilities Management Program for natural gas. Ron Rahjes seconded. Motion carried 7-0.

Y. KASB Govt. Relations Rep: Membership with KASB's Governmental Relations Network (GRN) was discussed. Bob Ragsdale volunteered to represent the district as their representative. Joel Hrabe moved to select Bob Ragsdale as USD #110's GRN Representative. Ron Rahjes seconded. Motion carried 7-0.

Z. Transfers: There were no transfers.

AA. 403(b) Plan Administrative Services: Jeff Yoxall presented information from American Fidelity regarding their select administrative services for monitoring USD #110's 403(b) Plan. Jeff recommended that the district contract American Fidelity to monitor the district's 403(b) Plan at a cost of \$1.00/month per participant (approximately 13). Brian Dettmer moved to contract American Fidelity to monitor the district's 403(b) Plan as recommended. Becky Levin seconded. Motion carried 7-0.

BB. Budge Prep: A discussion was held regarding the number of remaining projects still to be completed by the Administration, to include the complexity of preparing the 2008-09 Budget. Jeff Yoxall recommended that Mapes and Miller be contracted at a cost not to exceed \$1,500.00 to prepare the budget. Ron Rahjes moved to contract Mapes and Miller to prepare the budget at a cost not to exceed \$1,500.00 as recommended. Joel Hrabe seconded. Motion carried 7-0.

CC. Fire Extinguishers: Jeff Yoxall discussed and presented bids on maintenance and recharging of district fire extinguishers from Nyland Fire Extinguisher Service and from Golden Belt Fire and Safety, Inc. Lisa Capps moved to accept Nyland Fire Extinguisher Service's bid for service, testing, maintenance and recharge on the district's fire extinguishers. Tracy Atchison seconded. Motion carried 7-0.

DD. Bonds: Sheila Dues explained the auditors suggested bonding any employees who regularly deposit funds. She also presented both low and high end bonds from districts of comparable size as follows:

Superintendent: low \$20,000, high \$25,000
Clerk: low \$25,000, high \$50,000
Treasurer: low \$25,000, high \$50,000
Secretaries: low \$10,000, high \$25,000

Tracy Atchison moved to approve bonding employees as follows: Superintendent-\$25,000, Clerk-\$50,000, Treasurer-\$50,000, and Secretaries- \$25,000. Brian Dettmer seconded. Motion carried 7-0.

X. INFORMATION/DISCUSSION ITEMS:

- A. Facilities: Jeff Yoxall discussed the various maintenance/clean up projects through out the district to prepare for the start of school. He commended the teachers, staff and volunteers who have spent countless hours painting and preparing for the first day of school. A special appreciation goes to the custodians and their summer help who have gone above and beyond their normal work hours to insure everything is completed and ready for the new year.
- B. Special Education: Jeff Yoxall reviewed the Special Education Assessment of approximately \$98,000 for the 2008-09 School Year.
- C. Equipment: Jeff Yoxall discussed technology needs for the new district.
- D. Rec Commission Report: The Rec Commission budget for the 2008-09 School Year was reviewed.
- E. Budget 2008-2009: Jeff Yoxall updated the board on the status of the 2008-09 Budget.
- E. Other: None.

Lisa Capps moved that the Board break from 9:40-9:50 p.m. Tracy Atchison seconded. Motion carried 7-0.

XIII. EXECUTIVE SESSION:

Bob Ragsdale moved that the board go into executive session for the purpose of discussing personnel matters for nonelected personnel; and the board return to the open meeting at 10:20 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Becky Levin seconded the motion. Motion carried 7-0. Sheila Dues left the meeting at 9:50 p.m. The board returned to open session at 10:20 p.m. Sheila Dues returned to the meeting at 10:20 p.m.

Bob Ragsdale moved that the board go into executive session for the purpose of discussing personnel matters for nonelected personnel; and the board return to the open meeting at 10:35 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Becky Levin seconded the motion. Motion carried 7-0. Sheila Dues left the meeting at 10:20 p.m. The board returned to open session at 10:35 p.m. Sheila Dues returned to the meeting at 10:35 p.m.

Bob Ragsdale moved that the board go into executive session for the purpose of discussing personnel matters for nonelected personnel; and the board return to the open meeting at 10:45 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Becky Levin seconded the motion. Motion carried 7-0. Sheila Dues left the meeting at 10:35 p.m. The board returned to open session at 10:45 p.m. Sheila Dues returned to the meeting at 10:45 p.m.

IX. ACTION ITEMS

S. Personnel/Supplemental Positions: Lisa Capps moved to offer supplemental positions for the 2008-09 School Year as follows: H.S. Head Boys' Basketball – Greg Kuhlmann, H.S. Assistant Boys' Basketball – Jarek Wagenblast, H.S. Head Girls' Basketball – Darren Grauerholz, H.S. Assistant Girls' Basketball – Teri Rose, M.S. Head Boys' Basketball – John Boden, M.S. Assistant Boys' Basketball – Rex Lowe, M.S. Head Girls' Basketball – Bob Bearley, M.S. Assistant Girls' Basketball – Chris Kirchhoff. Ron Rahjes seconded. Motion carried 7-0.

XII. APPROVAL OF BILLS: Joel Hrabe moved to approve the bills as presented, with any additional amounts to be paid as needed to finish the month-end transactions. Tracy Atchison seconded. Motion carried 7-0.

XIII. MONTHLY REPORTS: Sheila Dues gave a verbal Clerk's/Treasurer's Report, explaining State Aid and Expenditure Information enclosed in the Board Packet. There were no Activity or Food Service Reports.

XIV. REPORT OF BOARD MEMBERS: Board Members discussed a Staff Appreciation Breakfast/Luncheon with Jeff Yoxall. The event would be held the beginning of the school year for all USD #110 Employees.

XI. EXECUTIVE SESSION:

Ron Rahjes moved that the board go into executive session for the purpose of discussing personnel matters for nonelected personnel; and the board return to the open meeting at 11:13 p.m. in this room. The executive session is required to protect the privacy interests of an identifiable individual. Becky Levin seconded the motion. Motion carried 7-0. Sheila Dues left the meeting at 11:08 p.m. The board returned to open session at 11:08 p.m. Sheila Dues returned to the meeting at 11:08 p.m.

No action was taken.

V. ELECTION OF BOARD MEMBERS:

- A. President: Ron Rahjes nominated Joel Hrabec for President of the Board of Education. Brian Dettmer seconded. Tracy Atchison nominated Bob Ragsdale for President of the Board of Education. Becky Levin seconded. Joel Hrabec moved to nominate Becky Levin for President of the Board of Education. Ron Rahjes seconded. Becky Levin moved all nominations cease. Brian Dettmer seconded. Motion carried 7-0. Voting was conducted by a show of hands with Joel Hrabec receiving the majority of votes.
- B. Vice-President: Ron Rahjes nominated Bob Ragsdale for Vice-President of the Board of Education. Tracy Atchison seconded. Becky Levin nominated Tracy Atchison for Vice-President of the Board of Education. Tracy Atchison respectfully withdrew before a second was made. Bob Ragsdale nominated Lisa Capps for Vice-President of the Board of Education. Becky Levin seconded. Brian Dettmer moved all nominations cease. Becky Levin seconded. Motion carried 7-0. Voting was conducted by a show of hands with Lisa Capps receiving the majority of votes.

XV. ADJOURNMENT: Lisa Capps moved to adjourn the meeting. Joel Hrabec seconded. Motion carried 7-0. The meeting adjourned at 11:25 p.m.

The next regular Board of Education meeting will be **August 11, 2008 at 7:30 p.m.**

APPROVED _____
(President, Board of Education)

(Date)

ATTEST: _____
(Clerk, Board of Education)