

UNIFIED SCHOOL DISTRICT #218  
BOARD OF EDUCATION  
**Unofficial**

REGULAR AND ANNUAL MEETING OF UNIFIED SCHOOL DISTRICT #218, JULY 10, 2017 IN THE DISTRICT OFFICE

**MEMBERS PRESENT:**

Ronnie Anderson – President  
Kenny Parks – Vice President  
Matt Higgins  
Chris Scott  
Boyd Shaw  
Chris McCammon  
Shan Hanes

**OTHERS PRESENT:**

Rex Richardson, Superintendent  
Sandy Higgins, Clerk  
Diane Finn, MS Principal at 7:22pm  
Lynn Thrall, ES Principal  
Antonia Villa, PRA Principal

**OTHERS IN ATTENDANCE:** none

President Anderson called the annual meeting to order at 7:15 p.m.

**AGENDA** – Mr. Shaw moved to approve the agenda as presented, seconded by Mr. Scott. MOTION CARRIED 4-0

**REORGANIZATION OF THE BOARD**

**PRESIDENT** - Mr. Scott moved to elect Ronnie Anderson as President of the Board for the 17 - 18 term, seconded by Mr. Parks. MOTION CARRIED 7-0

**VICE PRESIDENT** – Mr. Scott moved to elect Kenny Parks as Vice President for the 17 – 18 term, seconded by Mr. Hanes. MOTION CARRIED 7-0

**CLERK** – Mr. McCammon moved to retain Sandy Higgins as Clerk of the Board for the 17 - 18 term, seconded by Mr. Hanes. MOTION CARRIED 7-0

**DEPUTY CLERK** - Mr. Hanes moved to retain Mr. Thrall as Deputy Clerk for the Board for the 17 - 18 term, seconded by Mr. Scott. MOTION CARRIED 7-0

**TREASURER** - Mr. Scott moved to retain Tonya Parks as the Treasurer for the 17 - 18 term, seconded by Mr. McCammon. MOTION CARRIED 7-0

**DEPUTY TREASURER** – Mr. McCammon moved to retain Debbie White as Deputy Treasurer for the 17 - 18 term, seconded by Mr. Hanes. MOTION CARRIED 7-0

**MEETING PLACE AND TIME** – Mr. McCammon moved, seconded by Mr. Scott to adopt the 2nd Monday of each month at 7:30pm beginning in July at the District Office, with the August 15<sup>th</sup> exception. MOTION CARRIED 7-0

**OFFICIAL DEPOSITORIES AND SIGNATURES** – Mr. Parks moved to approve signature cards for Now Checking, Sandy Higgins, Tonya Parks, Board President, Vice President; USD #218 Petty Cash, Rex Richardson, Sandy Higgins, Tonya Parks; HS Activity, Chris Hattabaugh, Deb White, Sandy Higgins; MS Activity, Diane Finn, Ashley Gonzalez, Sandy Higgins; ES Activity, Lynn Thrall, Megan Frownfelter, and Sandy Higgins, seconded by Mr. Scott and to appoint TBK Bank, SSB of Elkhart and First National Bank of Elkhart as official depositories for USD monies for the 17 - 18 fiscal year with idle funds to be bid for investments. Mr. Hanes declared a conflict of interest. MOTION CARRIED 6-0

**OFFICIAL NEWSPAPER** - Mr. McCammon moved, seconded by Mr. Scott, to continue with the Tri State News as the official newspaper for the 17 - 18 fiscal year. MOTION CARRIED 7-0

**SCHOOL ATTORNEY** - Mr. Shaw moved, seconded by Mr. Hanes, to use the services of Wayne Tate of Tate & Kitzke L.L.C. as the official school attorney for the 17 - 18 school term. MOTION CARRIED 7-0

**SCHOOL AUDITOR** – Mr. Parks moved, seconded by Mr. McCammon, to retain Hay, Rice & Associates as the school auditor for the 17 - 18 term. MOTION CARRIED 7-0

**HIGH PLAINS EDUCATIONAL COOP REPRESENTATIVE** – Mr. Scott moved to appoint Kenny Parks as the board representative to the HPEC with all other members being alternates, seconded by Mr. Hanes. MOTION CARRIED 7-0

**DESIGNATE FREEDOM OF INFORMATION OFFICER** – Mr. Hanes moved, seconded by Mr. Scott to designate Mr. Richardson, Superintendent as the District's Freedom of Information Officer. MOTION CARRIED 7-0

**DESIGNATE CUSTODIAN OF RECORDS** – Mr. Scott moved, seconded by Mr. Hanes to appoint Sandy Higgins as the Custodian of Records for the District. MOTION CARRIED 7-0

**1116-HOUR POLICY** – Mr. Parks moved, seconded by Mr. Shaw to adopt the 1116-hour policy for the 17 - 18 school term. MOTION CARRIED 7-0

**STATE/FEDERAL PROGRAMS DIRECTOR** – Mr. Scott moved to designate Rex Richardson as director of state and federal programs and Title IX Officer, seconded by Mr. Shaw. MOTION CARRIED 7-0

**TRUANCY OFFICERS** - Mr. Scott moved, seconded by Mr. Hanes to designate building principals, Chris Hattabaugh, Diane Finn, Lynn Thrall, Antonia Villa, and Jerald Rash as truancy officers for the 17 - 18 school term. MOTION CARRIED 7-0

**AUTHORIZED REPRESENTATIVE FOR FOOD SERVICE** – Mr. Parks moved to designate Wanda Ray as food authorized representative for the 17 - 18 year, seconded by Mr. Higgins. MOTION CARRIED 7-0

**FOOD SERVICE DIRECTOR** - Mr. Higgins moved, seconded by Mr. Shaw, to appoint Wanda Ray as the State Food Service Director for the 17 – 18 year. MOTION CARRIED 7-0

**KPERS REPRESENTATIVE** – Mr. Hanes moved, seconded by Mr. Scott, to designate Sandy Higgins as the district's KPERS representative. MOTION CARRIED 7-0

**COORDINATOR OF HOMELESS CHILDREN** – Mr. Shaw moved, seconded by Mr. McCammon to appoint Antonia Villa as the Coordinator of Homeless Children. MOTION CARRIED 7-0.

**DESTRUCTION OF OLD RECORDS** – Mr. McCammon moved authorization for destruction of old records, keeping on file five (5) previous years of Organizational, Statistical, Student Records, and old budgets; and keep all personnel files and student transcripts indefinitely, seconded by Mr. Hanes. MOTION CARRIED 7-0

**SCHOOL LUNCH PRICES** – Mr. Scott moved to increase meals to be in line with the state. Student meals for lunches, 4-Yr Olds \$2.25; K-4 \$2.25; 5-12, \$2.35; and Adult meals \$3.60, with breakfast program 4-Yr Olds \$1.50; K-4 \$1.50; 5-12 \$1.50, adult \$2.10, with regular milk at \$.35, seconds on the main dish at \$1.00. Reduced meals unchanged. Seconded by Mr. Hanes. MOTION CARRIED 7-0

**MILEAGE RATE** – Mr. Scott moved to approve the mileage rate of \$.535 for the 17 – 18 school year to be in line with the state, seconded by Mr. Shaw. MOTION CARRIED 7-0

**PETTY CASH LIMITS** – Mr. Hanes moved to retain the current limits of \$50.00 for HS/MS/ES/PRA petty cash and the district office petty cash checking acct. \$1,500.00, seconded by Mr. Shaw. MOTION CARRIED 7-0

**TREASURER FOR BUILDING ACTIVITY FUNDS** – Mr. Higgins moved to designate building activity treasurers as Debbie White, HS; Ashley Gonzalez, MS; and Megan Frownfelter, ES seconded by Mr. Hanes. MOTION CARRIED 7-0

**ACTIVITY ACCOUNT AUTHORIZATION** - Mr. Higgins moved authorization for HS, MS, and ES to each have activity accounts. Seconded by Mr. Hanes. MOTION CARRIED 7-0

**EARLY PAYMENT OF CLAIMS** – Mr. Higgins moved, seconded by Mr. Hanes to approve authorization of early payment of claims. MOTION CARRIED 7-0

**RESOLUTION AND WAIVER OF ACCOUNTING PRINCIPLES (GAAP)** – Mr. Scott moved to approve the resolution and waive the Generally Accepted Accounting Principles for the fiscal year ending June 30, 2018. Seconded by Mr. Hanes. MOTION CARRIED 7-0

**DESIGNATE INCLEMENT WEATHER MAKE UP DAYS** - Mr. Shaw moved, seconded by Mr. Parks to set March 12 and 13, 2018 as inclement weather make-up days. MOTION CARRIED 7-0

**RESOLUTION FOR RESCINDING POLICY STATEMENTS FOUND IN BOARD MINUTES** Mr. Parks moved, seconded by Mr. Scott to rescind all policy statements found in the board minutes and adopt the Board Policy Book as presented. MOTION CARRIED 7-0

**APPOINT KASB GOVERNMENTAL RELATIONS NETWORK MEMBER** – Mr. Hanes moved, seconded by Mr. Higgins to appoint Chris Scott to the KASB Governmental Relations Network. MOTION CARRIED 7-0

**APPOINT DISTRICT CALENDAR COMMITTEE MEMBER** – Mr. Hanes moved, seconded by Mr. Scott to appoint Chris McCammon to the District Calendar Committee. MOTION CARRIED 7-0

**DESIGNATE MEMBERS TO REPRESENT THE BOARD DURING NEGOTIATIONS-** Mr. Higgins moved, seconded by Mr. Hanes to designate all Board members to the Negotiations Team with Chris Scott and Ronnie Anderson as the representatives. MOTION CARRIED 7-0

**ADJOURN ANNUAL MEETING AT 7:24 P.M.**

President Anderson called the regular July meeting to order at 7:30 p.m.

**AGENDA** – Mr. Hanes moved to approve the agenda, seconded by Mr. McCammon. MOTION CARRIED 7-0

**MINUTES** - The minutes of the June 28th special meeting with changes to transfers, and the June 12<sup>th</sup> regular meeting were read by members for approval. Mr. Hanes moved to approve the minutes with changes. Seconded by Mr. Higgins. MOTION CARRIED 7-0

**TREASURER'S REPORT** - The July bills were presented for approval. Mr. Hanes moved, seconded by Mr. McCammon to pay the bills as presented. MOTION CARRIED 7-0

**NO PUBLIC COMMENTS**

**COMMUNICATIONS** – Thank you cards were read from the Pre-K Summer Camp, Michelle Hanes, Wanda Ray, Bobbi Horton, Tonya Parks, Sandy Higgins and the family of Bette Hanes. INFORMATIONAL ITEM

**PUBLICATION OF DISTRICT BUDGET** - Mr. Hanes moved, seconded by Mr. McCammon to approve the publication of the 2017-2018 budget at an enrollment figure no higher than 500 students in brick and mortar and 750 students in virtual. MOTION CARRIED 7-0

**MIGRANT FAMILY LITERACY GRANT** – Mr. Shaw moved, seconded by Mr. Higgins to approve the Migrant Family Literacy grant for \$22,059.00. MOTION CARRIED 7-0

**LEARN AND PLAY GRANT-** Mr. Scott moved, seconded by Mr. Shaw to approve the Learn and Play Grant for \$12,700.00 MOTION CARRIED 7-0

**KASB MEMBERSHIP** – Mr. Scott moved, seconded by Mr. McCammon to renew our membership in KASB at the cost of \$8,273.00 for the 17 – 18 term. MOTION CARRIED 7-0

**KASB LEGAL ASSISTANCE SERVICE** – Mr. McCammon moved to renew our membership with the KASB Legal Department for the 17 - 18 year with the cost at \$1,650, seconded by Mr. Hanes. MOTION CARRIED 7-0

**NEGOTIATED AGREEMENT** - Mr. Hanes moved, seconded by Mr. Higgins to approve the 17 - 18 negotiated agreement changes proposed by Mr. Tate, Chief Negotiator. MOTION CARRIED 7-0

**TRACK REPAIR BIDS** – Mr. McCammon moved, seconded by Mr. Higgins to accept the VIBRA-WHIRL SPORTS bid at \$75,155.00 for repairing the track. MOTION CARRIED 7-0

**MIDDLE SCHOOL CAFETERIA FLOOR BIDS** – Mr. Shaw moved, seconded by Mr. Hanes to accept the bid by Flooring America for \$31,022.00. MOTION CARRIED 7-0

**VACANT LOT** – Mr. Hanes moved, seconded by Mr. McCammon to approve the purchase of the vacant lot owned by Cliff Blackmore for \$3,500.00 and fees to White and Johnson for \$500.00. MOTION CARRIED 7-0

**CAPITAL OUTLAY RESOLUTION**- Mr. Parks moved, seconded by Mr. McCammon to approve the Capital Outlay Resolution. MOTION CARRIED 7-0

**MEMORANDUM OF UNDERSTANDING** – Mr. McCammon moved, seconded by Mr. Scott to approve the Memorandum of Understanding. MOTION CARRIED 7-0

**EXECUTIVE SESSION PERSONNEL** – Mr. Hanes moved the Board go to executive session for the purpose of discussing personnel matters for ten (10) minutes from 7:47 p.m. until 7:57 p.m. with Mr. Richardson. The executive session is required to protect the privacy interests of identifiable individuals. Seconded by Mr. Higgins. MOTION CARRIED 7-0

President Anderson called the meeting back to regular session at 7:57 p.m.

**PERSONNEL EMPLOYMENT** - Mr. Scott moved, seconded by Mr. Shaw to approve the resignation of Alan Hibdon, Assistant HS Boys Basketball Coach and Dina Johnson as Sophomore Class Sponsor. MOTION CARRIED 7-0

Mr. Scott moved, seconded by Mr. McCammon to offer supplemental contracts to Rick Hall, Assistant HS Boys Basketball Coach and Sandy Higgins, MS Assistant Girls Basketball Coach. MOTION CARRIED 7-0

Mr. Scott moved, seconded by Hanes to offer Cara Rogers a full-time Certified Teacher Contract for FACS at the High School. MOTION CARRIED 7-0

Mr. Scott moved, seconded by Mr. McCammon to approve a 1.5% pay increase for all classified employees excluding Migrant, Migrant Family Literacy, Learn and Play and CATS Personnel and Title I Aides. MOTION CARRIED 7-0

Mr. Scott moved, seconded by Mr. Shaw to approve a 1.5% pay increase for Mr. Thrall, Mrs. Finn, Mr. Hattabaugh and Ms. Villa. MOTION CARRIED 7-0

**SUPERINTENDANT REPORT** – Mr. Richardson discussed when the budget documents might be available and possible meeting dates. INFORMATIONAL ITEM

The back to school picnic will be held on Monday, August 14 at 7:00 p.m.

Mr. Scott moved, seconded by Mr. Higgins to adjourn the meeting at 8:03 p.m. MOTION CARRIED 7-0.

APPROVED: \_\_\_\_\_

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R. L. Anderson, President

Sandy Higgins, Clerk