

The Board of Education of Victoria Unified School District No. 432 met in Regular Session at the district office on Monday, July 11, 2022 at 7:00 P.M.

<u>MEMBERS PRESENT</u>	<u>MEMBERS ABSENT</u>
<u>Tammy Lichter</u>	<u></u>
<u>Ryan Mauch</u>	<u></u>
<u>Jeanna Wellbrock</u>	<u></u>
<u>Janea Dinkel</u>	<u></u>
<u>Jacque Schmidt</u>	<u></u>
<u>Kevin Huser</u>	<u></u>
<u>Sean Rodger</u>	<u></u>

Superintendent/JH-HS Principal: Kimberly Woolf

Principal: Deena Clark – Victoria Elementary

Others Present: Debbie Bottorf

President Tammy Lichter called the Regular Meeting to order at 7:00 P.M.

APPROVE AGENDA-MOTION—A motion was made by Jacque Schmidt to approve the agenda as presented., seconded by Jeanna Wellbrock. Motion carried 7-0.

APPROVE CONSENT AGENDA-MOTION – A motion was made by Jacque Schmidt to accept the consent agenda presented below, seconded by Ryan Mauch. Motion carried 7-0.

Minutes of Meeting on June 13, 2022 and June 17, 2022

Schedule of Board of Education Meetings.

Pursuant to K.S.A. 72-8205, the Board of Education of U.S.D. No. 432 of Ellis County, Kansas by resolution duly adopted at its regular meeting held on July 12, 2021, established the following meeting schedule for regular Board of Education meetings to be held during the 2022-2023 school year: regular meetings of the Board of Education will be held on the second Monday of each month at 7:00 p.m. at the Board of Education Office and if the regular meeting date falls on a legal holiday or a holiday specified by the Board, such meeting shall be held the day following commencing at the same hour and place as detailed above or at another time and date specified by the Board, and that the Board of Education may adjourn any regular meeting to another time and place, but, in no case will a meeting be adjourned in order to subvert the open meeting law. The Revenue Neutral Rate Hearing will be held at 6:30 p.m. on September 12, 2022. The Budget Hearing will be held September 12, 2022 at 6:45 p.m.

Exceptions are:

March 20, 2023 (The second Monday is March 13, 2023 and is during Spring Break)
April 17, 2023 (The second Monday is April 10, 2023 and is scheduled as a holiday of Easter Monday)

Policy Manual Adoption.

Victoria USD #432 adopts the policies and administrative rules as proposed in this manual and they become effective July 1, 2022. All policies and administrative rules not in this manual and that have been adopted by the BOE and are a part of previous minutes remain in full force and effect until made a part of this manual. Only the last policy on a particular subject is valid and that all other policies and administrative regulations previous to the last one dealing with a particular subject are declared null and void.

Adopt 1116 Hour School Year and Designate Snow Makeup Day. Recommend Aug. 24, 25, 26, 29, 30

Designation of The Russell County News Legal Newspaper

Appoint School Attorney.

Don Hoffman is the school attorney to be used on an as needed basis. For routine legal questions the BOE uses KASB Legal Services.

Establish Bond Amounts.

Appoint the Clerk and Treasurer. Melissa Schmidt is the Clerk of the Board of Education and Troy Schippers is the Treasurer. They are both bonded for \$15,000.

GAAP and Fixed Asset Waiver.

K.S.A. 75-1120a WHEREAS the Victoria Unified School District No. 432, Victoria, Kansas has determined that the financial statements and financial reports for the year ending June 30, 2023 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 BOE or the members of the general public of Victoria USD #432 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 ending June 30, 2023. NOW THEREFORE, BE IT RESOLVED, by the BOE of Victoria USD #432, Victoria, Kansas in the regular meeting duly assembled this 11th day of July 2022, that the BOE requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Victoria USD #432 for the year ending June 30, 2023. BE IT FURTHER RESOLVED THAT THE BOE shall cause the financial statements and financial reports of the Victoria USD #432 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.

Designate District KPERS Representatives. Melissa Schmidt, Clerk is the designated KPERS agent.

Appointment of Authorized representative and Federal Programs Coordinator. Kimberly Woolf, Superintendent.

Designate Compliance Coordinator for Federal Anti-Discrimination Laws: Title VI, Title VII, Title IX, and Section 504 (ADA). Designate the compliance coordinator for federal anti-discrimination laws including Title VI, Title VII, Title IX and Section 504 (ADA). Kimberly Woolf, Superintendent is the designated compliance coordinator.

Adopt Guidelines for Activity Funds and Gate Receipts per K.S. A. 72-8208a. The BOE authorizes leaving activity funds at the buildings of their organization. The supervisor of the Elementary School fund is Deena Clark. The supervisor of the VJSHS School fund is Kimberly Woolf.

Establish Petty Cash Limits per K.S. A. 72-8208.

The Victoria #432 BOE approves the establishment of petty cash funds of \$1500 each at the Superintendent's office, the High School Principal's office and the Elementary Principal's office.

Authorize Elementary principal, Deena Clark, and Middle School/High School Principal, Kim Woolf, to report students truant to proper authorities.

Authorize Elementary Principal, Deena Clark, and Middle School/High School Principal, Kim Woolf to suspend and expel students; Don Hoffman to act as hearing officer.

Authorization for Early Payment of Bills-- K.S. A. 12-105b(e) Victoria USD #432 BOE approves the paying of bills ahead of board approval for the following reasons: paying utility bills, reimbursing staff for meals and/or transportation on activity trips and when paying the bill early will save a penalty fee or give a reduction in cost.

Approval of District Homeless Coordinator. Designate a coordinator for homeless children and foster care children point of contact: Kimberly Woolf, Superintendent.

Designation of Bank Depository.

Sunflower Bank is the official depository for USD #432. Our funds are secured at 100% except for peak periods. Also, designate Gorham State Bank as a depository for idle funds.

Designate BOE Workshop dates.

For the school year 2022-2023, designate Wednesday, November 30, 2022 and Wednesday, May 31, 2023 as Board of Education Workshop dates.

Designate the E-Rate representative.

Kimberly Woolf, Superintendent, is the E- Rate representative.

Kansas Open Records Law/Policy.

The BOE designates Melissa Schmidt as the Freedom of Information Officer for USD #432 and Melissa Schmidt as the Custodian of Records.

Designate a person for asbestos activities.

The Superintendent, Kimberly Woolf, is the person responsible for overseeing asbestos activity in the district.

Appoint a hearing officer for free and reduced priced meal application appeals. The Board of Education President is the designated hearing officer.

Appoint a food service representative.

Coleen Dickinson, is the designated food service representative.

End of Fiscal Year Bills and July Bills.

Approval to accept all prior Out of District Students from the 2021-22 for the 2022-23 school year, who are eligible to attend.

Approval of Service Agreements:
 KASB Membership and Legal Assistance Renewal
 (Option 1 Recommended)
 WCKSEC FY2023 Contract for Provision of Education Services
 Smoky Hill Annual Assessments
 Athletic Training Outreach Program

Approve Student/Parent Handbooks for elementary and JH/HS
 Recommendation to approve with name changes.

Approve lunch/breakfast prices elementary.
 Lunch PK – 6th grade, \$3.00; 7-12th, \$3.10
 Breakfast PK-12th, \$2.00

Resignations and Contracts:
 Resignation of Kaitlynn Bleske – JH Yearbook (Exhibit A)
 Resignation of Jess Hattenbach – HS Custodian (Exhibit B)
 Hiring of Katelyn Schmidt – HS Concession Stand Sponsor

RECOGNITIONS/ANNOUNCEMENTS – Mrs. Clark and Mrs. Woolf gave their reports.

(Exhibit C & D)

SCHEDULED AND NON-SCHEDULED AUDIENCES—Jacque Schmidt shared with the Board the recreation commission’s idea of putting adjustable goals in the elementary gym. They would drop over the current goals. The Board agreed it would be a good idea. Tammy Lichter also stated that the recreation commission is also thinking about purchasing a new volleyball net for the elementary.

VENTILATION REVISED QUOTE FOR METALS SHOP – Kelby Parton talked to the Board about the revised quote. The new quote has a filtration system. Jeanna also talked about the possibility of students being able to get certified in welding with the new equipment. There was a short discussion. (Exhibit E)

MOTION—A motion was made by Ryan Mauch approve Micro Air’s updated bid of \$69,393.73 for the welding ventilation system, seconded by Jeanna Wellbrock. Motion carried 7-0.

Kelby Parton left at 7:28 P.M.

CARE HANDBOOK - MOTION—The family fee was changed from \$10.00/family to \$10.00/child or \$20/Family (max). (Exhibit F) A motion was made by Jacque Schmidt to approve the CARE handbook, seconded by Jeanna Wellbrock. Motion carried 7-0.

KASB POLICY, SECOND READ – MOTION—Mrs. Woolf talked to the Board about policy EDDA School Buses and Vehicles. The Board would like to limit this to one team camp and one team building event per sport with each group paying for their fuel expenses. Requests need to be made 14 days in advance. Also, it was decided that on JBC Enrollment that part time students need to notify the school of this status by September 15. A motion was made by Jacque Schmidt to approve the KASB policy updates for June 2022 with the recommended suggestions, seconded by Jeanna Wellbrock. Motion carried 7-0.

NEGOTIATIONS – MOTION 7:56 P.M.— A motion was made by Jeanna Wellbrock to go into executive session to discuss negotiations and include Mrs. Woolf pursuant to protecting the public interest in negotiating a fair and equitable contract, and the open meeting will resume in the library at 8:06 P.M., seconded by Janea Dinkel. Motion carried 7-0.

The Board returned at 8:09 P.M.

MOTION – 8:09 A.M. – A motion was made by Jacque Schmidt to return to executive session for 10 more minutes, seconded by Jeanna Wellbrock. Motion carried 4-0.

The Board and Mrs. Woolf returned at 8:21 P.M.

No action was taken in executive session.

PRINCIPAL’S REPORT—(See Exhibit C)

SUPERINTENDENT’S REPORT—(See Exhibit D)

Mrs. Woolf also reported that the registration is open for the KASB convention which will be held November 11 – 13 in Wichita.

MEETING – The next regular meeting is Monday, August 8, 2022 at 7:00 P.M.

The next negotiations meeting will be July 13.

ADJOURN – A motion was made by Jacque Schmidt to adjourn the meeting, seconded by

Jeanna Wellbrock. Motion carried 7-0.

The meeting adjourned at 8:55 P.M.

Melissa Schmidt, Clerk