

MINUTES  
USD #325 BOARD OF EDUCATION  
MONDAY JULY 10, 2023

The Board of Education of Unified School District #325 met in regular session in the Administration Building on Monday, July 10, 2023. Members present when the meeting was called to order were: Todd Kennedy, President; J.C. Sauer, Vice-President; Danielle Bohl, member; Shawn Hoover, member; Justin Taylor, member; and Tyson Wisinger, member. Brock Johnson, member, was absent.

Officials present: Michael Gower, Superintendent; Amanda Hudson, Treasurer; and Angela Thompson, Board Clerk.

CALL TO ORDER

Todd Kennedy, President, called the meeting to order at 6:00 p.m.

ELECTION OF OFFICERS

J.C. Sauer moved the Board cast a unanimous vote for Todd Kennedy as President and Shawn Hoover as Vice-President to serve until a successor is elected by the Board in the next calendar year. Danielle Bohl seconded the motion. Todd Kennedy was elected President, and Shawn Hoover was elected Vice-President by a show of hands 4-0-2.

APPOINTMENTS

Shawn Hoover moved the following appointments be made as recommended:

Clerk of the Board – Angela Thompson  
Assistant Clerk of the Board – Belinda Sisson  
Treasurer of the Board – Amanda Hudson (Appointed 7/1/2023)  
Attorney for the Board – KASB  
Food Service Authorized Representative – Michael Gower  
Hearing Officer for Free/Reduced Meals Application Appeals – Michael Gower  
KPERs Designated Agent – Angela Thompson

Attendance Officers: Superintendent – Michael Gower; Elementary School – Crystal Laurin; Middle School – Nathan Strasburg; High School – Todd Bowman;

Federal Program Directors: Title I, II - Michael Gower; Title IX – Nathan Strasburg; 504 – Nathan Strasburg

NCKSEC Board Representative – Todd Kennedy; Alternate: Brock Johnson  
Health Care Committee – Danielle Bohl and Tyson Wisinger  
Freedom of Information Officer – Superintendent of Schools  
Banks of Deposit – First National Bank and Trust – Phillipsburg  
Farmers National Bank – Phillipsburg  
Farmers State Bank – Phillipsburg  
Official School Newspaper for 2023-2024 – The Advocate  
Negotiations Team – Shawn Hoover and Brock Johnson

J. C. Sauer seconded the motion. Motion carried 6-0.

APPROVAL OF  
CONSENT AGENDA

J.C. Sauer moved the consent agenda including minutes of the June 12, 2023 regular meeting; treasurer's reports; and warrants be approved as presented. Tyson Wisinger seconded the motion. Motion carried 6-0.

COMMUNICATIONS

Thank You Card

COMMUNITY PRESENTATIONS  
BEFORE THE BOARD

None

ENROLLMENT OF NONRESIDENT STUDENTS  
POLICY HEARING

Following discussion, Todd Kennedy moved the Board approve by resolution, the Enrollment of Nonresident Students policy. J.C. Sauer seconded the motion. Motion carried 6-0. (A copy of the resolution is attached to, and becomes a part of, these official minutes.)

REPORT TO THE BOARD  
BY THE SUPERINTENDENT

The Superintendent updated the Board on summer projects at the high school including installation of the new hood vent in the kitchen, completion of the windows replacement project, the upcoming installation of the finished concrete flooring, and also at the elementary school, possible repair of the blacktop. Mr. Gower further shared that he is waiting for preliminary cost information for the proposed new building at the track and football field and will provide it to the Board as soon as he receives it.

Following discussion, Danielle Bohl moved the Board approve the purchase of the following vehicles: a skid steer in the amount of \$33,400 from Landmark Implement; a new route bus in the amount of \$91,837 from Midwest Bus Sales; and a 2019 Suburban in the amount of \$43,925 from Donovan Auto & Truck Center. Justin Taylor seconded the motion. Motion carried 6-0.

Online enrollment is currently planned to open the week of July 17th with in-person enrollment scheduled for Tuesday, August 1st.

Following discussion, Shawn Hoover moved the Board approve the state mileage reimbursement rate of 65.5¢ per mile for use of private vehicles when no school vehicle is available effective July 1, 2023. Justin Taylor seconded the motion. Motion carried 6-0.

NEW BUSINESS

PETTY CASH

Shawn Hoover moved the Board accept the 2022-2023 petty cash annual reports for the Elementary School, Middle School, High School and Central Office for filing for audit; and approve petty cash amounts for 2023-2024 in the amount of \$1,500.00 for the Elementary School, Middle School, High School and Central Office. Danielle Bohl seconded the motion. Motion carried 6-0.

ACCOUNTING PROCEDURES;  
RECORDS MANAGEMENT

Justin Taylor moved the Board authorize the Superintendent and Clerk to destroy appropriate records, documents, or other papers, pursuant to KSA 72-1629, as listed on the agenda; approve the resolution to waive annual requirements of General Accepted Accounting Principles for the year ended 2024, as listed on the agenda; and authorize the early payment of claims, as specified in KSA 12-105b. Shawn Hoover seconded the motion. Motion carried 6-0. (Copies of the resolutions are attached to, and become a part of, these official minutes.)

HOME RULE  
RESOLUTION

Shawn Hoover moved the Board adopt the resolution to establish home rule by the Board of Education as presented. Justin Taylor seconded the motion. Motion carried 6-0.

SCHOOL YEAR--  
MOTION TO ADOPT

Danielle Bohl moved the Board operate the school on an official calendar of 1116 hours of school during the 2023-2024 school year. Tyson Wisinger seconded the motion. Motion carried 6-0.

STATE ASSESSMENT REVIEW/  
BUILDING NEEDS ASSESSMENT

The Superintendent presented state and building needs assessment information to the Board. Discussion followed regarding the educational needs of each attendance center including new reading curriculum, an online program at the high school to help prepare for testing as well as possible recognition/reward for successful assessment results.

2023-24 PRELIMINARY  
BUDGET REPORT

Following discussion, Todd Kennedy moved the Board approve publishing the notice of hearing for the proposed intent to exceed the Revenue Neutral Rate on Monday, September 11, 2023 at 6:05 p.m. as well as the 2023-24 budget hearing notice for Monday, September 11, 2023 at 6:10 p.m. at the Board of Education office. J.C. Sauer seconded the motion. Motion carried 6-0.

POLICY ISSUES

Following discussion, J.C. Sauer moved the Board rescind all policy statements found in the minutes of this Board of Education prior to June 30, 2023 and approve the recommended handbook changes as given to the Board including changes discussed at this meeting and that the Board of Education adopt the policy manual (or written policies) as corrected and recommended by the Superintendent of Schools, to govern this school district during the 2023-2024 school year, subject to periodic review, amendment, and revision by the Board of Education. Shawn Hoover seconded the motion. Motion carried 6-0.

This motion includes the following policy and school handbooks for 2023-2024:

Administrative Policy	Parent/Student Handbook
Board of Education Policy	Transportation Handbook
High School Discipline Handbook	High School Activity Handbook
Middle School Activity Handbook	Middle School Student Handbook
Classified/Non-Certified Staff Handbook	Certified Staff Handbook
Substitute Handbook	

NCKSEC INTERLOCAL

#636 REPORT

Todd Kennedy reported on the recent interlocal meeting.

CONTRACT

APPROVAL

J.C. Sauer moved the Board approve the following contract:

Bohl, Jillian – Middle School Science Teacher effective 2023-2024 School Year

Tyson Wisinger seconded the motion. Motion carried 5-0-1.

WORK AGREEMENT

APPROVAL

J.C. Sauer moved the Board approve the following work agreement:

Chestnut, Earnest – Assistant Transportation/Maintenance effective July 1, 2023 – variable hours as needed

Shawn Hoover seconded the motion. Motion carried 6-0.

SUPPLEMENTAL AGREEMENT

APPROVALS

Shawn Hoover moved the Board approve the following supplemental agreements:

Glynn, Nicole – High School Play Co-Sponsor effective 2023-2024 School year

Wilson, Jessica – High School Play Co-Sponsor effective 2023-2024 School year

Russell, Kyleigh – Middle School Volleyball Assistant effective 2023-2024 School year

Justin Taylor seconded the motion. Motion carried 6-0.

OUT-OF-DISTRICT REQUESTS TO

ATTEND USD #325

Justin Taylor moved the Board approve the out of district request to attend USD #325 for the 2023-2024 school year as presented. Tyson Wisinger seconded the motion. Motion carried 6-0. (The list is attached to, and becomes a part of, these official minutes.)

SECTION 125 FLEXIBLE BENEFIT

PLAN APPROVAL

J.C. Sauer moved the Board approve the American Fidelity Section 125 Flexible Benefit Plan for 2023-2024 as presented. Shawn Hoover seconded the motion. Motion carried 6-0.

REQUEST FOR USE OF

SCHOOL FACILITIES Information

ADJOURNMENT

With no further business, President Kennedy adjourned the meeting 6:52 p.m.

MINUTES APPROVED:

MINUTES RECORDED:

DATE: