

MINUTES
USD #325 BOARD OF EDUCATION
THURSDAY JULY 11, 2024

The Board of Education of Phillipsburg USD 325 met in regular session on Thursday, July 11, 2024 at the Board of Education Office, 240 S. 7th Street, Phillipsburg. Members present when the meeting was called to order were: Todd Kennedy, President; Shawn Hoover, Vice-President; Rick Dusin, member; Brock Johnson, member; and Justin Taylor, member. Tyson Wisinger, member, arrived at 6:02 p.m. Danielle Bohl, member, was absent.

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

Other interested persons: Lauren (Bear) Weinert, patron.

CALL TO ORDER

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

ELECTION OF OFFICERS

Todd Kennedy moved the Board cast a unanimous vote for Shawn Hoover as President to serve until a successor is elected by the Board in the next calendar year. Brock Johnson seconded the motion. Shawn Hoover was elected President, by a show of hands 4-0-1.

Todd Kennedy moved the Board cast a unanimous vote for Brock Johnson as Vice-President to serve until a successor is elected by the Board in the next calendar year. Rick Dusin seconded the motion. Brock Johnson was elected Vice-President, by a show of hands 4-0-1.

APPOINTMENTS

Todd Kennedy 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
- 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 – Tyson Wisinger; Alternate: Todd Kennedy
- 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 2024-2025 – Phillips County Review
- Negotiations Team – Shawn Hoover and Brock Johnson

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

APPROVAL OF
CONSENT AGENDA

Shawn Hoover moved the consent agenda including minutes of the June 10, 2024 regular meeting; treasurer’s reports; warrants; and items added to the agenda be approved as presented. Brock Johnson seconded the motion. Motion carried 6-0.

COMMUNICATIONS

None

COMMUNITY PRESENTATIONS
BEFORE THE BOARD

Mr. Lauren (Bear) Weinert respectfully expressed his disappointment regarding the disposal of the elementary playground equipment.

REPORT TO THE BOARD
BY THE SUPERINTENDENT

The Superintendent updated the Board on summer projects including new concrete and HVAC at the high school, and an upgrade to the district's internet for security purposes. New HVAC for the elementary school's south addition is planned. Mr. Gower further shared that B&B will be leveling the ground for the new elementary school playground, and new playground equipment is being delivered.

Following discussion, Brock Johnson moved the Board approve the purchase of a new 2-wheel drive suburban from Don Hattan in the amount of \$59,377. Justin Taylor seconded the motion. Motion carried 6-0. The old 2006 suburban will be offered for sale.

Following discussion, Justin Taylor moved the Board approve the state mileage reimbursement rate of 67¢ per mile for use of private vehicles when no school vehicle is available effective July 1, 2024. Rick Dusin seconded the motion. Motion carried 6-0.

Mr. Gower further reported that the Kansas Board of Education will study limitations on cellphone use in classrooms.

NEW BUSINESS

PETTY CASH

Todd Kennedy moved the Board accept the 2023-2024 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 2024-2025 in the amount of \$1,500.00 for the Elementary School, Middle School, High School and Central Office. Brock Johnson seconded the motion. Motion carried 6-0.

ACCOUNTING PROCEDURES;
RECORDS MANAGEMENT

Todd Kennedy 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 2025, as listed on the agenda; and authorize the early payment of claims, as specified in KSA 12-105b. Tyson Wisinger 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

Tyson Wisinger moved the Board adopt the resolution to establish home rule by the Board of Education as presented. Brock Johnson seconded the motion. Motion carried 6-0.

SCHOOL YEAR--
MOTION TO ADOPT

Justin Taylor moved the Board operate the school on an official calendar of 1116 hours of school during the 2024-2025 school year. Rick Dusin 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 state assessment results, and the educational needs of each attendance center.

2024-25 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 9, 2024 at 6:05 p.m. as well as the 2024-25 budget hearing notice for Monday, September 9, 2024 at 6:10 p.m. at the Board of Education office. Brock Johnson seconded the motion. Motion carried 6-0.

POLICY ISSUES Following discussion, Todd Kennedy moved the Board rescind all policy statements found in the minutes of this Board of Education prior to June 30, 2024 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 2024-2025 school year, subject to periodic review, amendment, and revision by the Board of Education. Rick Dusin seconded the motion. Motion carried 6-0.

This motion includes the following policy and school handbooks for 2024-2025:

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.

PERSONNEL Shawn Hoover moved the Board enter into executive session for a period of 10 minutes, until 6:52 p.m., for the purpose of discussing personnel matters of non-elected personnel, to protect the privacy interests of an identifiable individual(s). Mr. Gower was asked to be present. Justin Taylor seconded the motion. Motion carried 6-0.

The Board returned to regular session at 6:52. No action taken

RESIGNATIONS Tyson Wisinger moved the Board accept the following resignations:
Kenney, Erin – Elementary Library Aide effective immediately
Kuck, Jarrett – Elementary Custodian effective June 27, 2024
Rick Dusin seconded the motion. Motion carried 6-0.

**WORK AGREEMENT
APPROVAL** Brock Johnson moved the Board approve the following work agreement:
Romo Jr, Michael – Elementary Custodian effective July 8, 2024
Justin Taylor seconded the motion. Motion carried 6-0.

**OUT-OF-DISTRICT REQUESTS TO
ATTEND USD #325** Shawn Hoover moved the Board approve the out of district requests to attend USD 325 for the 2024-2025 school year as presented. Justin Taylor seconded the motion. Motion carried 6-0. (The list is attached to, and becomes a part of, these official minutes.)

**SUPPLEMENTAL AGREEMENT
APPROVALS** Todd Kennedy moved the Board approve the following supplemental agreements:
Sides, Robin – High School Assistant Volleyball Coach effective 2024-2025 School year
Sisson, Belinda – High School KAY Sponsor effective 2024-2025 School year
Brock Johnson seconded the motion. Motion carried 6-0.

ADJOURNMENT With no further business, President Hoover adjourned the meeting 6:58 p.m.

MINUTES APPROVED:

MINUTES RECORDED:

DATE: