

**Unified School District #404  
Riverton School Board Regular Meeting  
Board of Education Office  
Thursday, July 13, 2017  
6:30 P.M.**

The reorganizational meeting of the Board of Education, Unified School District #404, was held on July 13, 2017 at 6:30 P.M. in the Board of Education Office.

Susie Nowlin, Clerk of the Board, called the meeting to order. Members present: Mr. Tim Wilson, Mr. Danny Anderson, Mr. Tom Wimmer, Mr. Greg Walker, Ms. Amy French and Mr. John Gaines. A six member board.

The clerk opened nominations for President of the Board of Education for the 2017-18 school year. Mr. Tom Wimmer nominated Mr. Tim Wilson. Mr. Danny Anderson seconded, vote carried unanimously for Mr. Tim Wilson, President of the Board of Education. The clerk then declared Mr. Tim Wilson as the elected President of the Board for the 2017-18 school year.

The clerk opened the nominations for Vice-President of the board for the 2017-18 school year. Mr. Tom Wimmer nominated Mr. Danny Anderson. Mr. Tim Wilson seconded, vote carried unanimously for Mr. Danny Anderson. The clerk then declared Mr. Danny Anderson as the elected Vice-President of the Board for the 2017-18 school year.

Mr. Tim Wilson, President, presided over the remainder of the board meeting.

Mr. John Gaines moved to approve the following consent agenda:

Agenda additions:

XVI-A: Approve transfers as presented

XVI-B: Approve retirements as presented

Approved and paid bills totaling \$ (June) \$ 214,379.52  
\$ (July) \$ 1,136,346.22

Approved the minutes of the June 8, 2017 regular board meeting.

Set meeting dates for the 2017-18 school year as follows with optional meeting dates denoted by an \*:

July 13, 2017	August 10, 2017	September 14, 2017
July 20, 2017*	August 17, 2017*	September 21, 2017*
October 12, 2017	November 9, 2017	December 7, 2017
October 19, 2017*	November 16, 2017*	December 14, 2017*
January 11, 2018	February 8, 2018	March 8, 2018
January 18, 2018*	February 15, 2018*	March 15, 2018*
April 12, 2018	May 10, 2018	June 14, 2018
April 19, 2018*	May 17, 2018*	June 21, 2018*
		July 12, 2018

All meetings will begin at 6:30 P.M. and will be held in the Board of Education Office.

Appointed Susie Nowlin as Clerk, Judy Price as Assistant Clerk, Royce Donaldson as Treasurer, and Bill Wachter as board attorney.

Designated the Galena Sentinel-Times as the official newspaper.

Designated American Bank as the official depository for the district.

Designated all banks in Cherokee County Banks as investment holders.

Adopted the resolution to waive the Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for the period of July 1, 2017 to June 30, 2018.

Adopted the 1,116-hour calendar for the 2017-18 school year.

Appointed the building principals as truancy officers: Chad Harper and Shelly Livingston-High School, Zach Martin-Middle School, and Keith Wilson and Adam Thomasson-Elementary School.

Appointed Todd Berry as hearing officer for free and reduced meal application appeals.

Appointed Susie Nowlin as KPERS representative.

Appointed Todd Berry and/or Susie Nowlin as insurance representatives.

Appointed Todd Berry as Title IX and Section 504 coordinator.

Set mileage reimbursement rate at state rate.

Approved U.S.D. #404 to participate in all Federal Programs for the 2017-18 school year with Todd Berry as Director of Federal Programs.

Appointed Todd Berry as the Authorized Representative for Food Service.

Appointed Todd Berry and/or Susie Nowlin as Authorized Signers and Hearing Officials for Food Service.

Approved early-payment-of-bills policy.

Set Petty Cash limit at \$1000.00.

Adopted guidelines for activity funds and gate receipts:

1. All activity fund monies will be counted by two bonded personnel and deposited on a weekly basis.
2. All requisitions for activity fund monies must have appropriate paperwork filled out with sponsors and principal's signature.
3. All activity fund checks will be signed by the Board Clerk and Superintendent.

Set food service petty cash limit at \$300.00.

Ms. Amy French seconded; carried unanimously.

### **CONSTRUCTION UPDATE**

Mr. Michael Wischmeyer and Mr. Chad Greer with CGA, Mr. Aaron Hight with Crossland Construction and Mr. Wayne Stephenson with Anderson Engineering gave the board a construction update.

### **2017-18 PROPOSED BUDGET**

Mr. Tim Wilson moved that the publication date for the proposed 2017-18 budget as well as the hearing date and time would be established once the budget software is released to school districts by KSDE. Mr. Danny Anderson seconded; carried unanimously.

### **APPOINTMENTS**

Mr. Tom Wimmer moved to designate Judy Price as Freedom of Information Officer as required by the Kansas Open Records Act. Mr. John Gaines seconded; carried unanimously.

Mr. Tom Wimmer moved to appoint the following Custodians of Records per the Kansas Open Records Act:

Susie Nowlin-custodian of records about the school district

Chad Harper, Shelly Livingston, Zach Martin, Keith Wilson and Adam Thomasson-custodian of records about the students in his/her building

Bart Dugan-custodian of records about transportation

Ms. Amy French seconded; carried unanimously.

### **CURRENT WRITTEN POLICIES AND MANUALS**

Mr. John Gaines moved to adopt all current written policies and manuals of the school district. Mr. Tom Wimmer seconded; carried unanimously.

### **HOME RULE**

Mr. John Gaines moved to pass a resolution to establish home rule. Ms. Amy French seconded; carried unanimously.

### **REGIONAL SERVICE CENTER AT GREENBUSH APPOINTMENT**

Mr. John Gaines moved to appoint Tim Wilson to serve as the board representative to the SEK Regional Service Center. Mr. Tom Wimmer seconded; carried unanimously.

### **SEK INTERLOCAL #637 APPOINTMENT**

Mr. Tim Wilson moved to appoint Tom Wimmer to serve as the board representative to the SEK Interlocal #637. Mr. Danny Anderson seconded; carried unanimously.

### **RIVERTON COMMUNITY CENTER BOARD APPOINTMENT**

Mr. Tim Wilson moved to appoint Amy French to serve as the board representative to the Riverton Community Center Board. Mr. Danny Anderson seconded; carried unanimously.

### **SUPERINTENDENT'S REPORT**

Mr. Todd Berry, Superintendent, gave the board information on the district health insurance renewal for 2017-18 school year.

Mr. Todd Berry, Superintendent, gave the board a legislative update.

### **TRANSFER**

Mr. Danny Anderson moved to transfer JD Heatherly from High School Boys Basketball Coach to Middle School Boys Basketball Coach. Mr. Tom Wimmer seconded; carried unanimously.

### **EARLY RETIREMENT REQUEST**

Mr. Danny Anderson moved to approve the early retirement request of Ed Houser effective September 14, 2017. The board expressed their appreciation to Mr. Houser for his many years of service and dedication to the District and wish him well in the future. Ms. Amy French seconded; carried unanimously.

### **EXECUTIVE SESSION**

Mr. John Gaines moved that the board enter into executive session to discuss hiring of non-elected personnel pursuant to the non-elected personnel exemption under KOMA. The board will return to the open meeting in ten minutes (10) minutes at 7:40 p.m. in the Board of Education Room. Mr. Tom Wimmer seconded; carried unanimously. The board retained Mr. Todd Berry and Mr. Bart Dugan

The board returned to the open meeting at 7:40 p.m.

Mr. Tim Wilson moved that the board enter executive session to have preliminary discussions concerning negotiations with certified staff prior to meeting with the negotiating team members pursuant to the exception for employer-employee negotiations under KOMA. The board will return to the open meeting in twenty (20) minutes at 8:10 p.m. The board retained Mr. Todd Berry.

The board returned to the open meeting at 8:10 p.m.

Mr. Tim Wilson moved that the board enter executive session to have preliminary discussions concerning negotiations with certified staff prior to meeting with the negotiating team members pursuant to the exception for employer-employee negotiations under KOMA. The board will return to the open meeting in five(05) minutes at 8:20 p.m. The board retained Mr. Todd Berry and Mrs. Susie Nowlin.

### **VACANCY**

Mr. Greg Walker moved to hire Michael Alexander to fill the maintenance vacancy. Mr. Tom Wimmer seconded; carried unanimously.

**ADJOURNMENT**

Mr. John Gaines moved to adjourn the meeting at 8:25 p.m. Ms. Amy French seconded; carried unanimously.

The next regularly scheduled board meeting will be August 10, 2017 at 6:30 p.m. in the Board of Education Office.

Tim Wilson  
President

Susie Nowlin  
Board Clerk