

**Unified School District #404  
Riverton School Board Regular Meeting  
Riverton Board of Education Office  
Thursday, July 14, 2022  
6:30 P.M.**

The reorganizational meeting of the Board of Education, Unified School District #404, was held on July 14, 2022 at 6:30 P.M. in the Riverton Board of Education Office.

Susie Nowlin, Clerk of the Board, called the meeting to order. Members present: Tim Wilson, Kyle Anderson (via phone), Kristin Greer (via phone; arrived at meeting at 6:55 p.m.), Judy Adams, Matt Darnaby and Gary Neal. Members absent: Jennifer Edwards. A seven-member board.

The clerk opened nominations for President of the Board of Education for the 2022-23 school year. Kristin Greer nominated Tim Wilson as President of the Board of Education for the 2022-23 school year. Gary Neal nominated Matt Darnaby as President of the Board of Education for the 2022-23 school year. Votes received for Tim Wilson – Kristin Greer, Kyle Anderson and Tim Wilson; failed  
Votes received for Matt Darnaby – Gary Neal, Judy Adams and Matt Darnaby; failed  
Second round of nominations resulted in the same outcome; no Board of Education President elected at this time.

The clerk opened the nominations for Vice-President of the board for the 2022-23 school year. Gary Neal nominated Judy Adams as Vice-President of the Board of Education for the 2022-23 school year. Judy Adams elected unanimously as Vice-President of the Board of Education.

Judy Adams, Vice-President, presided over the remainder of the board meeting.

Gary Neal moved to approve the following consent agenda:

July 14, 2022 agenda with the following additions: XIII-A: Resignations; XIII-B: updates to auditorium sound system; XIV: Matt Darnaby, executive session item.

Approved and paid bills totaling \$ (June) \$ 118,430.01  
\$ (July) \$ 218,720.22

Approved the minutes of the June 9, 2022 regular board meeting and June 24, 2022 special board meeting minutes.

Set meeting dates for the 2022-23 school year as follows with optional meeting dates denoted by an \*:

July 14, 2022	August 11, 2022	September 8, 2022
July 21, 2022*	August 18, 2022*	September 15, 2022*
October 13, 2022	November 10, 2022	December 8, 2022
October 20, 2022*	November 17, 2022*	December 15, 2022*
January 12, 2023	February 9, 2023	March 9, 2023
January 19, 2023*	February 16, 2023*	March 16, 2023*
April 13, 2023	May 11, 2023	June 8, 2023

April 20, 2023\*

May 18, 2023\*

June 15, 2023\*

July 13, 2023

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 07142022(B) to waive the Annual Requirements of Generally Accepted Accounting Principles and Fixed Assets Accounting for the period of July 1, 2022 to June 30, 2023.

Adopted the 1,116-hour calendar for the 2022-23 school year.

Appointed the building principals as truancy officers: Chad Harper and Shelly Livingston-High School, Zach Martin-Middle School, and Adam Thomasson and Linda Wassom -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 2022-23 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.

Adopted Petty Cash Resolution 07142022(C) and set fund limit at \$1000.00.

Adopted Activity Account Resolution 07142022(D) and established additional 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.

Adopted Home Rule Resolution 07142022(E).

Designated Judy Price as Freedom of Information Officer as required by the Kansas Open Records Act.

Appointed 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, Adam Thomasson and Linda Wassom-custodian of records about the students in his/her building

Jon Bruce-custodian of records about transportation

Adopted Local Option Budget Percentage Resolution 07142022(F)

Matt Darnaby seconded; carried unanimously.

### **2022-23 PROPOSED BUDGET**

Kyle Anderson moved to set the publication date for the proposed 2022-23 budget for August 24<sup>th</sup> and the hearing date and time will be held September 8<sup>th</sup> at 6:30 p.m. Matt Darnaby seconded; carried unanimously.

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

Kyle Anderson moved to adopt all current written policies and manuals of the school district. Matt Darnaby seconded; carried unanimously.

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

Gary Neal moved to appoint Matt Darnaby to serve as the board representative to the SEK Regional Service Center. Tim Wilson seconded; carried unanimously.

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

Tim Wilson moved to appoint Gary Neal to serve as the board representative to the SEK Interlocal #637. Matt Darnaby seconded; carried unanimously.

## **RIVERTON COMMUNITY CENTER BOARD APPOINTMENT**

Tim Wilson moved to appoint Judy Adams to serve as the board representative to the Riverton Community Center Board. Matt Darnaby seconded; carried unanimously.

## **PRINCIPALS REPORT**

Chad Harper, High School Principal, reported on summer programs and camps.

Linda Wassom, Assistant Elementary Principal, reported on summer school, Jumpstart and gave the board a playground update.

## **MAINTENANCE DIRECTOR REPORT**

Justin Wilson, Maintenance Director, provided a written report on summer projects that have been completed.

## **TRANSPORTATION DIRECTOR REPORT**

Jon Bruce, Transportation Director, reported on vehicle mileage, lighting at the bus barn, vehicle inspections and recent/upcoming meetings attended.

## **SUPERINTENDENT'S REPORT**

Todd Berry, Superintendent, gave the board information on the district health, dental and vision insurance renewals for 2022-23 school year.

Todd Berry, Superintendent, reported on the following:

- Greenhouse repairs
- Concrete work between cafeteria and Ag-Ed building
- Submersible well pump is down and scheduled for replacement
- Safe & Secure Schools Grant update

## **REVENUE NEUTRAL RATE**

Todd Berry, Superintendent, explained the Revenue Neutral Rate timelines and requirements due to SB 13 and Senate Sub for HB 2104 as signed by the Governor.

Kristin Greer moved to approve that the District will exceed the Revenue Neutral Rate for the fiscal year 2023. Matt Darnaby seconded; carried unanimously.

## **RESIGNATION**

Tim Wilson moved to accept the resignation of Lisa Hall, Nurse's Aide. Matt Darnaby seconded; carried unanimously. The board expressed their appreciation to Mrs. Hall for her service and dedication to the District.

## **AUDITORIUM SOUND SYSTEM**

Todd Berry, Superintendent and Kyle Dannelley, Network/Systems Administrator gave the board information on bids received for replacement of the auditorium sound system.

Kyle Anderson moved to accept the bid from TEC as presented for the replacement of the auditorium sound system. Tim Wilson seconded; carried unanimously.

### **EXECUTIVE SESSION**

Matt Darnaby requested an executive session for non-elected personnel.

Tim Wilson moved to go into executive session to discuss employee compensation pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in five (05) minutes at 7:52 p.m. Kristin Greer seconded; carried unanimously. The board retained Todd Berry.

The board returned to the open meeting at 7:52 p.m.

Tim Wilson moved to go into executive session to discuss employment recommendations pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the board room in ten(10) minutes at 8:04 p.m. Gary Neal seconded; carried unanimously. The board retained Todd Berry, Chad Harper, Shelly Livingston and Linda Wassom.

The board returned to the open meeting at 8:04 p.m.

### **VACANCIES**

Kristin Greer moved to hire the following:

Rayanna Lee - High School Science Teacher (BS Step 6)

Jayne Jones – Mentor Teacher for Rayanna Lee

Cassie Adams – Jumpstart

Gary Neal seconded; carried unanimously.

### **ADJOURNMENT**

Tim Wilson moved to adjourn the meeting at 8:06 p.m. Gary Neal seconded; carried unanimously.

The next regularly scheduled board meeting will be August 11, 2022 at 6:30 p.m. in the Board of Education Office.

Judy Adams  
Vice-President

Susie Nowlin  
Board Clerk