

**Unified School District #404  
Riverton School Board Regular Meeting  
Board of Education Office  
Thursday, July 14, 2016  
6:30 P.M.**

The reorganizational meeting of the Board of Education, Unified School District #404, was held on July 14, 2016 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, Mr. John Gaines and Mr. Jason Bolt. A seven member board.

The clerk opened nominations for president of the Board of Education for the 2016-17 school year. Mr. John Gaines nominated Mr. Tim Wilson. Mr. Greg Walker 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 2016-17 school year.

The clerk opened the nominations for Vice-President of the board for the 2016-17 school year. Mr. Tim Wilson nominated Mr. John Gaines. Mr. Danny Anderson seconded, vote carried unanimously for Mr. John Gaines. The clerk then declared Mr. John Gaines as the elected Vice-President of the Board for the 2016-17 school year.

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

Mr. Danny Anderson moved to approve the following consent agenda:

Approved and paid bills totaling: \$ (June) \$ 102,280.80  
\$ (July) \$ 602,659.21

Approved the minutes of the June 9, 2016 regular board meeting.

Set meeting dates for the 2016-17 school year as follows with optional meeting dates denoted by an \*:

July 14, 2016	August 11, 2016	September 8, 2016
July 21, 2016*	August 18, 2016*	September 15, 2016*
October 13, 2016	November 10, 2016	December 8, 2016
October 20, 2016*	November 17, 2016*	December 15, 2016*
January 12, 2017	February 9, 2017	March 9, 2017
January 19, 2017*	February 16, 2017*	March 16, 2017*
April 13, 2017	May 11, 2017	June 8, 2017
April 20, 2017*	May 18, 2017*	June 15, 2017*
July 13, 2017		

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, 2016 to June 30, 2017.

Adopted the 1,116 hour calendar for the 2016-17 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 representative.

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 2016-17 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.

Mr. Jason Bolt seconded; carried unanimously.

## **CONSTRUCTION UPDATE**

Mr. Chad Greer with CGA and Aaron Hight with Crossland Construction gave the board a construction update.

Mr. John Gaines moved to approve the additional bid contracts for Phase 2, Bid package #1 as presented. Mr. Tom Wimmer seconded; carried unanimously.

## **2016-17 PROPOSED BUDGET**

Mr. Tom Wimmer moved to set the publication date for the proposed 2016-17 budget as July 27<sup>th</sup> and set the hearing date and time for 6:30 p.m. on August 11<sup>th</sup>. Ms. Amy French seconded; carried unanimously.

## **APPOINTMENTS**

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

Mr. John Gaines 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

Mr. Danny Anderson seconded; carried unanimously.

## **CURRENT WRITTEN POLICIES AND MANUALS**

Mr. Danny Anderson moved to adopt all current written policies and manuals of the school district. Mr. Jason Bolt 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. Jason Bolt moved to appoint Tim Wilson as the board representative to the Regional Service Center at Greenbush. Mr. Tom Wimmer seconded; carried unanimously.

## **SEK INTERLOCAL #637 APPOINTMENT**

Mr. John Gaines moved to appoint Tom Wimmer as the board representative to the SEK Interlocal #637. Mr. Jason Bolt seconded; carried unanimously.

## **RIVERTON COMMUNITY CENTER BOARD APPOINTMENT**

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

## **MAINTENANCE UPDATE**

Mr. Bart Dugan, Maintenance/Transportation Supervisor, reported that he had met with ISS(Contracted Cleaning Company) regarding the expectations of their employees. Mr. Dugan also gave the board an update on the summer maintenance projects.

## **SUPERINTENDENT'S REPORT**

Mr. Todd Berry, Superintendent, gave the board information on the district health insurance renewal for 2016-17 school year.

Mr. Todd Berry, Superintendent, reviewed the KASB Recommended Policy updates with the board.

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

## **KASB BOARD POLICY UPDATES**

Mr. John Gaines moved to approve the KASB board policy updates as presented with the exception of policy of FC. Mr. Danny Anderson seconded; carried unanimously.

## **EXECUTIVE SESSION**

Mr. John Gaines moved that the board go into executive session for the purpose of non-elected personnel. The executive session is required to protect the privacy interests of an identifiable individual(s) to be discussed. The board will return to the open meeting in fifteen minutes (15) minutes at 9:20 p.m. in the Board of Education Room. Mr. Tom Wimmer seconded; carried unanimously. The board retained Mr. Todd Berry, Mr. Chad Harper, Mrs. Shelly Livingston and Mr. Danny Weaver. Mr. Adam Thomasson will be called in later during the session.

*Chad Harper, Shelly Livingston and Danny Weaver left the executive session at 9:13 p.m.  
Adam Thomasson entered the executive session at 9:13 p.m.*

The board returned to the open meeting at 9:20 p.m.

## **SUPPLEMENTAL VACANCY**

Mr. John Gaines moved to hire Delaina Brown to fill the High School Cheer Sponsor vacancy. Mr. Jason Bolt seconded; carried unanimously.

## **RESIGNATION**

Mr. Tom Wimmer moved to accept the resignation of Jeremy Beck as Assistant Soccer Coach. Mr. Danny Anderson seconded; carried unanimously.

**TRANSFER**

Mr. John Gaines moved to transfer Elizabeth LaTurner from Food Service Director to Food Service Clerk. Mr. Tom Wimmer seconded; carried unanimously.

**VACANCY**

Mr. Danny Anderson moved to hire Lisa Meise as Pre-K teacher (1/2 time position) for the 2016-17 school year. Mr. Greg Walker seconded; carried unanimously.

**ADJOURNMENT**

Mr. Jason Bolt moved to adjourn the meeting at 9:25 p.m. Ms. Amy French seconded; carried unanimously.

The next regularly scheduled board meeting will be August 11, 2016 at 6:30 p.m. in the Board of Education Office.

Tim Wilson  
President

Susie Nowlin  
Board Clerk