**USD 237 Board of Education Regular Meeting**

**Board Minutes for Monday January 9, 2023**

**216 S. Jefferson, Smith Center, KS 66967**

**Smith Center Board of Education Meeting Room**

**ITEM 1. CALL TO ORDER**

**President Theron Haresnape called the meeting to order. 7:01 PM**

**Present for the call to order Theron Haresnape, Jessica Weltmer, Bob Dietz, Libby McDonald, Sara Pruden, Marty Hanson and Steve Overmiller. Superintendent Dustin McEwen, Board Clerk Roberta Reinking, Jr/Sr High School Principal Greg Koelsch, Mapes & Miller, CPA Denis Miller and student Gavin Hughes.**

**ITEM 2. AUDIT REPORT JUNE 30, 2022 – MAPES & MILLER, CPA’S**

**The board welcomed Mr. Denis Miller to the meeting. Mr. Miller presented a draft report of the districts June 30, 2022 fiscal year audit. Mr. Miller thoroughly reviewed the Audit Report and reported in his firm’s opinion, the financial statement presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of USD 237, as of June 30, 2022. Mr. Miller said there were a few areas of concern and Mr. Miller spoke about them. The District has absented or inadequate segregation of duties within a significant account or process due to the small staff size. He suggested that the staff continually review their procedures for opportunities to increase the segregation of the duties in the office. Professional standards require that we provide the district with the information about the responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and time of the audit. Secondly, Mr. Miller said the district was not in compliance with the Kansas statute that says districts must purchase from Kansas Industries for the Blind and the Disabled. Mr. Miller said that this is an area that is challenged by numerous Superintendents across the state and the most common reason being the products are items the district has not need for. According to K.S.A. 72-3613 requires the District to establish a Bilingual Education Fund and make expenditures directly attributable to the Bilingual program from the fund. The district did spend $1,000 in the Bilingual Education Fund for the year ended June 30, 2022. Based on FTE for Bilingual, the District should have expended at least $2,824 in the Bilingual Education Fund in order to prevent a budget violation. K.S.A. 72-5154 required the District to establish a Preschool-Aged At Risk Fund and make expenditures directly attributable to the Preschool-Aged At Risk program from the fund. Based on the FTE for Preschool-Aged At Risk, the District should have expended, at least $11,765 in the Preschool-Aged At Risk Fund for Fiscal Year 2022. K.S.A. 10-816 required checks outstanding for two or more years to be cancelled and restored to the fund originally charged. The High School Activity Fund has checks over two years old that have not been cancelled.**

**Districts start with an effective zero fund balance and plan their budgets based on estimated tax revenue. These tax dollars do not go directly to the school district in which they are collected – they go to the state. The State then disperses the funds to individual school districts according to Kansas law. Currently one-third of USD 237’s operating budget comes from local tax dollars. Two-thirds comes from monies augmented by the State of Kansas via other tax collections.**

**Mr. Miller reviewed all items in the budgetary process and stated that the audit did not find any budget violations. Mr. Miller felt it was a good audit and the report was good, he likes that the District is slowly building up the cash.**

**The board members thanked Denis Miller for his firm’s work in completing the 2021-2022 district audit.**

**ITEM 3. APPROVAL OF FISCAL YEAR 2021-2022 AUDIT REPORT**

**Bob Dietz made a motion to approved the Audit as presented by Denis Miller, Jessica Weltmer seconded the motion. The motion was approved by a 7-0 vote. 7:25 PM**

**Denis Miller thanked the board and left the meeting.**

**ITEM 4. APPROVAL OF AGENDA – ADD/DELETE**

**Bob Dietz made a motion to approve the Agenda as presented, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 7:29 PM**

**ITEM 5. APPROVAL OF CONCENSUS ITEMS**

1. **Minutes of the December 12, 2022 Regular Meeting**
2. **January 9, 2023 Statements**
3. **Review of Financial Statements/Activities Fund Reports (July-December 31, 2022)**
4. **Approval of Donation from Guaranty State Bank 100 Acts of Giving Back, in Honor of Employee Cherie Nelssen**
5. **Approval of Resignation from Food Service**
6. **Approval of Resignation from Food Service**

**Jessica Weltmer made a motion to approve the Consensus items except the high school Activity fund, they would like to see the funds by activity rather than combined, Steve Overmiller seconded the motion. The motion was approved by a 7-0 vote. 7:37 PM**

**ITEM 6. PUBLIC FORUM**

**Nothing tonight.**

**ITEM 7, REPORT FROM FCCLA ON NATIONAL CONVENTION**

**We are running ahead of schedule so FCCLA is not at meeting yet. Move to item 11.**

**FCCLA members Cauy Haresnape, Katie Christner, Tinley Rentschler, Camryn Hutchinson, Kyler Elliott, Kaley Wager, Jakob Sasse, Easton Hrabe, Ruby Gomel-Osthoff and FCCLA Sponsor Amy Terrill, arrived at the meeting. 7:40 PM**

**The FCCLA members thanked the board for their support and allowing them to attend National Conferences in San Diego. Each of the members presented a little bit about the activities and the service projects. Each of their rooms had a refrigerator so they were able to make their own meals to save money. On the last day they combined all the food they had left and put together meals and delivered to homeless, which was an experience for them.**

**FCCLA left the meeting. 7:51 PM**

**Hayden, Amanda Lehmann and Monica Wagner arrived at the meeting.**

**ITEM 8. UPDATE AND APPROVAL OF GREENHOUSE PROJECT**

**FFA put together a spread sheet outlining the Greenhouse project, they are asking the board to approve the payment of $6,890.25, this would pay for the electricity from T & K Electric and the plumbing from Kingsbury Plumbing. They have received a donation of fertilizer injector and have seed sales of $3,500. They are in the process of getting the plants ordered and plan to start planting in February. The sale of any of the produce will go back into products for next year. They are hoping to make this a school project and not just FFA.**

**Steve Overmiller made a motion to approve paying the $6,890.25, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 8:03 PM**

**FFA left the meeting.**

**Tim Wilson arrived at the meeting.**

**ITEM 9. APPROVAL FOR PURCHASE OF HIGH-PERFORMANCE ROUTER**

**Tim Wilson presented to the board the information on the CNC Router he would like to purchase for his classroom. He has talked to some former students that have attended Vo-Tech schools and this was a piece of equipment that was highly recommended for the school. Tim also talked to a teacher in Hays that has the same router and he is willing to help them when needed. The Family of Robert Buckmaster Sr. showed an interest in helping with something that would help in the classroom. Robert Sr. was a big supporter of woods and always enjoyed seeing what the students created. Tim applied for a Smith County Community Foundation Grant and received $12,000. The board wants to see another bid but are in agreement on the purchase of a Router.**

**Jessica Weltmer made a motion to approve the purchase of a router, Bob Dietz seconded the motion. The motion was approved by a 7-0 vote. 8:29 PM**

**ITEM 10. APPROVAL OF DONATION FROM BUCKMASTER FAMILY TOWARD ROUTER**

**Steve Overmiller made a motion to approve the Donation from the Buckmaster Family, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 8:31 PM**

**ITEM 11. APPOINTMENT OF REPRESENTATIVE FOR NCKSEC**

**Jessica Weltmer made a motion to approve Libby McDonald as the NCKSEC representative, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 7:41 PM**

**ITEM 12. SECOND READING KSDE BOARD POLICIES**

**Mr. McEwen presented the board with the updates and changes, he highlighted what he feels can be removed from the Board Policies. The board reviewed and agreed with Mr. McEwen’s recommendations.**

**Jessica Weltmer made a motion to approved the updates and removed what is highlighted, Libby McDonald seconded the motion. The motion was approved by a 7-0 vote. 8:38 PM**

**ITEM 13. BOARD MEETING DATES FOR MARCH & APRIL**

**The board discussed the meeting in March, it will be over spring break and in April will be the day after Easter. The board agreed that April date would still work for all of them, but move the March date to the 6th.**

**Libby McDonald made a motion to approve moving the March board meeting to March 6, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 8:43 PM**

**ITEM 14. APPROVAL OF PURCHASE OF BUS**

**Mr. McEwen reviewed with the board the information Steve McNary had received on the purchase of a bus. Steve received information that there is a stock bus available, we could received it in about 60 days it is only a 47 passenger but he feels like it’s the best way to go and would possibly be about $20,000 less. If we go ahead and order a bus it could still be months to get here and no guaranty on a price.**

**Bob Dietz made a motion to approve the purchase of the 47-passenger stock bus, Steve Overmiller seconded the motion. The motion was approved by a 7-0 vote. 8:47 PM**

**ITEM 15. APPROVAL TO RENEW EAKES CONTRACT**

**Steve Overmiller made a motion to approved the Renewal of Contract with Eakes, Marty Hanson seconded the motion. The motion was approved by a 7-0 vote. 8:55 PM**

**ITEM 16. APPROVAL OF CONTRACT FOR FOOD SERVICE**

**Jessica Weltmer made a motion to approved the food service contract for Christiana Frydendall, Sara Pruden seconded the motion. The motion was approved by a 7-0 vote. 9:02 PM**

**ITEM 17. REPORTS**

1. **Bob Dietz, NCKSEC, Bob had nothing to report tonight**
2. **Greg Koelsch, SCHS Principal, High school has sponsored a Scholars bowl, Art League will have an art show next week, Jerry Moran was in town and visited the high school.**
3. **Michelle Stamm, SCE Principal, Michelle is out sick.**
4. **Dustin McEwen, Superintendent, Mr. McEwen and Mr. Kuhlmann met with a representative from BCS on the HVAC last week. They discussed the progress to switch over to the new software, he will be putting the finishing touches on the software before returning for more in-depth training. The school controllers are aging and most likely need to be replaced in the upcoming years, the new software does not support all aspects of the current system.**

**Last week there was a dryer fire at the sports complex. Fouts Insurance/EMC will be sending an adjuster January 10 to look at the damages caused by the fire. Service Master of Hays may also be on site to give estimates to clean up the smoke damage. The fire started and was contained to the clothes dryer, we are lucky the fire department was quick to respond.**

**Bark+ has now analyzed 718.9K activities, with 25 total alerts, involving 11 students.**

**StopIt Solutions program has been launched, there have been 12 reports that the administrations has closed and 2 more they are working on.**

**KESA the district will be submitting our yr. 5 annual report by Jan 15 and the OVT date is Feb 15. The KESA team has the chance to update the report until the OVT finalizes the report after the visit. The draft has been shared with Smoky Hills and Greenbush educational specialists for initial screening. All of the feed back has been positive on the work that has been done so to this point. Miranda has been doing a really good job with the report for KESA.**

**Kansas Gas, construction date for the Cathodic Protection system has not been communicated, but the paperwork has been signed and mailed giving them permission for the construction.**

**District Inservice will be Monday January 16th. We will be spending time with FastBridge, IXL, KESA, Wayfinder and identifying evidence-based practices that our Elementary Teachers are utilizing. If we can work it into the schedule we may also have a Wellness Committee meeting with the KSDE representative.**

**The District will be receiving 65 Chromebooks through the Emergency Connectivity Fund, we will still need to purchase the google license for them.**

**Budget update, working on ways to show the board a comparison of what the budget looks like compared to last year. The board members are really happy he has been putting time to keep up with the budget.**

**ITEM 18. RESOLUTION TO ESTABLISH ELECTION OF OFFICERS**

**Jessica Weltmer made a motion to approve the Resolution to Establish Election of Officers in July, Marty Hanson seconded the motion. The motion was approved by a 7-0 vote. 9:30 PM**

**The Resolution to Establish Election of Officers was passed around and signed by the board members and Board Clerk.**

**ITEM 19. EXECUTIVE SESSION – PERSONNEL**

**Bob Dietz made a motion to go into Executive Session – Personnel, non-elected personnel exceptions, pursuant to KOMA, for 5 minutes with open meeting to resume at 9:36 PM. The Board invited Mr. McEwen to remain in the closed meeting. Jessica Weltmer seconded the motion. The motion was approved by a 7-0 vote. 9:31 PM**

**Greg Koelsch left the meeting.**

**Roberta Reinking left the closed meeting.**

**Roberta Reinking returned to the meeting. 9:36 PM**

**Bob Dietz made a motion to go into Executive Session – Personnel, non-elected personnel exceptions, pursuant to KOMA, for 5 minutes with open meeting to resume at 9:41 PM. The Board invited Mr. McEwen to remain in the closed meeting. Jessica Weltmer seconded the motion. The motion was approved by a 7-0 vote. 9:36 PM**

**Roberta Reinking left the closed meeting.**

**Roberta Reinking returned to the meeting. 9:41 PM**

**ITEM 20. CONSIDERATION OF FOOD SERVICE COMPENSATION**

**After reviewing the wages for surrounding schools, the board decided not to take any action at this time.**

**ITEM 21. BOARD ENRICHMENT OPPORTUNITIES**

**ITEM 22. BOARD COMMENTS**

**ITEM 22. ADJOURN**

**Bob Dietz made a motion to adjourn the meeting, Jessica Weltmer seconded the motion. The motion was approved by a 7-0 vote. 9:52 PM**

**…..”it shall be my constant endeavor to devote time, thought and study to the duties and responsibilities of a school board member so that I may render effective and credible service…..”**

**School Board Member Code of Ethics**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Theron Haresnape, President Roberta Reinking, Clerk

USD #237 Smith Center does not discriminate on the basis of sex, race, color, national origin, handicap, or age in admission or access to, or

treatment or employment in, its programs or activities. Any questions regarding the compliance with Title VI, Title IX, or Section 504 may be

directed to Mr. Dustin McEwen, Title IX Coordinator, who can be reached at (785)-282-6665, 216 South Jefferson, Smith Center , Kansas 66967.