

Board Notes — July 8, 2024

A meeting of the Board of Education of Newton Unified School District 373 convened in open and public session at 7:00 p.m. on Monday, July 8, 2024, in the Board of Education meeting room located at 308 E 1st, Newton, KS.

Members Present: Ian Long, Mallory Morton, Andy Ortiz, Melissa Schreiber, Dayna Steinmetz and Erica Stevens

Others Present: Superintendent Fred Van Ranken, Assistant Superintendent Joe Sample, Director of Business/Human Resources Jane Nichols, Administrative Assistant/Board Clerk Joni Jantz, and Director of Communications Carly Stavola

1. Opening of Meeting

Melissa Schreiber called the meeting to order at 7:00 p.m.

Melissa Schreiber led the Pledge of Allegiance.

— Adopt the agenda as amended.

— Appoint Joni Jantz as Clerk of the Board and Jane Nichols as Deputy Clerk of the Board for the 2024-25 year.

— Appoint Dawn Archer as Treasurer for the 2024-25 year.

2. Presentations

Student Recognitions

Certificates were presented to NHS debate students who performed well at the National Debate Tournament.

3. Comments from the Public

There were no comments.

4. Executive Session

Executive Session - Negotiations

— Move that the board convene in executive session for the purpose of discussing contract negotiations pursuant to the KOMA exception regarding employer-employee negotiations and that the board return to the open meeting in this room at 7:21 p.m. Fred Van Ranken and Jane Nichols are invited to join the executive session.

— Move that the board convene in executive session for the purpose of discussing contract negotiations pursuant to the KOMA exception regarding employer-employee negotiations and that the board return to the open meeting in this room at 7:30 p.m. Fred Van Ranken and Jane Nichols are invited to join the executive session.

5. Consent Agenda

The board voted to:

— Approve the June 24, 2024 minutes as presented.

— Approve the bills as presented.

— Approve the July 8, 2024 Personnel Report as presented.

Last Name	First Name	Position	Location	Effective Date	Hire	Resignation/ Termination
Allen	Grace	Sp. Ed. Para	SB	6/27/2024		x
Hague	Krystal	Substitute Teacher	District-Wide	7/3/2024		x
Koranda	Shane	Sped IR Teacher	NHS	8/1/2024	x	

Nulik	Kristina	Long Term Sub English	NHS	8/1/2024	x	
Toribio	Gonzalo	Asst. Boys Soccer Coach	NHS	8/1/2024	x	
Boese	Hannah	Nurse	SC	8/1/2024	x	
Last Name	First Name	Position	Location	Effective Date	Change of Assignment/Transfer	
Miller	Cynthia	Food Service	SC	8/1/2024	From 28.75 hrs/week to 30 hrs/week	
Roberts-Parker	Payton	Long Term Sub Sped SMD	NHS	8/1/2024	Sp. Ed Para @ NHS	

Resignation/Termination/Transfer/Change of Assignment shall be deemed accepted upon approval of this report by the Board of Education.

— Approve the following appointments, designations and authorizations.

- Appoint Food Service Authorized Representative: Elaine Gaeddert
- Appoint Determining Official for Free and Reduced Priced Meal Applications: Tena Savage and Elaine Gaeddert
- Appoint Federal Programs and Projects Representatives: Joe Sample (Local Consolidated Plan), Reagan Seidl (Early Childhood Pass Through and Title VI B Pass Through), and Jane Nichols (Secondary Program Improvement)
- Appoint Truancy Reporters: Fred Van Ranken, Superintendent; Chad Nulik, Newton High School Principal; Derek Bristol, Newton High School Assistant Principal; Emily Snyder, Newton High School Assistant Principal, Julie Tucker, Newton High School Assistant Principal; Tyler Swalley, Opportunity Academy Principal; Tiffany Stephey, Chisholm Middle School Principal; Petrina Griffiths, Chisholm Middle School Assistant Principal; Brandon Simmelink, Santa Fe 5/6 Center Principal; Belinda Preston, Santa Fe 5/6 Center Assistant Principal; Kate Bremerman, Northridge Elementary Principal; Tenae Alfaro, Slate Creek Elementary Principal; Joey Menninga, South Breeze Elementary Principal; Michael Kirkpatrick, Sunset Elementary Principal; Alyssa Vanderhoof, Cooper Early Education Center Principal; Denise McFall, Cooper Early Education Assistant Principal and Reagan Seidl, Director of Harvey County Special Education Cooperative.
- Appoint Compliance Coordinator for Homeless Children: Fred Van Ranken
- Appoint KPERS Representative: Kristen Mayhue
- Appoint Freedom of Information Officer: Fred Van Ranken
- Appoint Federal Anti-Discrimination Compliance Officer: Fred Van Ranken
- Designate Official Newspaper for Legal Publications: The Newton Kansan
- Authorize the Clerk and Treasurer, pursuant to K.S.A. 43-105b 12-105b(e) to pay claims against the District in advance of the regular board meeting in order for the District to benefit from discounts or to avoid assessment of a penalty for late payment.
- Appoint Hearing Officer for Free and Reduced Priced Meal Application Appeals for 2024-25: Fred Van Ranken.
- Appoint Hearing Officer Teams for extended term suspensions and expulsions conducted under the Suspension and Expulsion of Pupils Act, KSA 72-6114, et seq.: see attached list.
- Designate alternate signatories for official Head Start grant paperwork: Fred Van Ranken and Jane Nichols.
- Authorize purchase of fidelity bonds for the treasurer in the amount of \$100,000.
- Adopt the 1116-hour school year as follows: Kindergarten through Grade 11 - 1116 hours, and Grade 12 - 1086 hours.
- Adopt the state mileage rate of 0.67 cents per mile.
- Appoint John Robb of Somers, Robb and Robb as USD 373's Legal Counsel.
- Designate May 23, 27, 28, 29 as inclement weather make-up days.
- Adopt guidelines for activity funds and gate receipts according to K.S.A. 72-1178.

— Approve the food service yearly program renewal as presented.

— Approve the property casualty insurance renewal as presented.

6. Old Business

The board voted to:

— Approve the 2024-25 meal prices as presented.

2024-25 Handbooks for Review

The 2024-25 Transportation Handbook was presented for review and will be recommended for approval at the July 22, 2024 board meeting.

Material Review Process

Joe Sample presented the updated Material Review Form that the review committee has finalized for the 2024-25 school year.

7. New Business

BOE policy discussion regarding appointments (BBC)

Board members discussed the definition of policy BBC—Board Committees as it relates to the prior appointed and voted on committee to develop the board operations manual in July 2023 and now naming a current sub-committee to revisit this document and make final edits. At the June 24, 2024 board meeting President Schreiber appointed Andy Ortiz, Erica Stevens and herself, as a sub-committee, to continue work on the document.

— Approve Andy Ortiz, Erica Stevens and Melissa Schreiber be appointed to the USD 373 BOE Operations Manual sub-committee and report back to the board at the August 12 meeting.

— Adopt Resolution 2025-07-1 Designating Eligible Financial Institutions as depositories.

— Adopt Resolution 2025-07-2 Authority for Petty Cash Funds, Resolution 2025-07-3 Authorizing Petty Cash Funds for Newton High School and Resolution 2025-07-4 Authorizing Petty Cash Funds for District Office.

— Adopt Resolution 2025-07-5 Waiver of Fixed Asset Accounting and General Accepted Accounting Principles for 2024-25.

— Adopt Resolution 2025-07-6 to Establish Board of Education Meeting Dates, Times and Location as presented.

— Adopt Resolution 2025-07-7 to Establish Home Rule by Board of Education.

— Adopt Resolution 2025-07-8 to Rescind Policy Statements in Previous Year's Minutes.

— Adopt Resolution 2025-07-9 for the USD 373 Gift Fund.

— Adopt Resolution 2025-07-10 of Authority for District Account.

— Adopt Resolution 2025-07-11 for Facsimile Signatures.

— Adopt Resolution 2025-07-12 for Activity Funds.

— Adopt Resolution 2025-07-13 of Authority for Newton High School account.

— Appoint Ian Long and Melissa Schreiber (alternate) to serve as the board's representative to the KASB Governmental Relations Network for the 2024-25 year, including voting rights for Delegate Assembly.

— Appoint Andy Ortiz and Erica Stevens (alternate) to serve as the board's representative to the Special Education Cooperative Board for the 2024-25 year.

— Approve Melissa Schreiber and Dayna Steinmetz to the Education Endowment Committee; Ian Long and Andy Ortiz (alternate) to the PBC; Dayna Steinmetz and Erica Stevens to the Wellness Committee; Andy Ortiz and Erica Stevens to the Technology Committee; Mallory Morton, Ian Long and Melissa Schreiber to the IBB team; Mallory Morton and Melissa Schreiber to the Head Start Policy Council; and Melissa Schreiber and Ian Long to the Interagency Coordinating Council for 2024-25.

— Approve the adoption of "Modern World History" by Houghton Mifflin Harcourt Publishing Company for the Newton High School social studies department at a cost of \$22,287.00.

Gift Request

The following gift request was presented to the board as information.

Donation From	To Building/Dept	Description	Value/Amt
Cassi Deskins	HV CO Parents As Teachers	Donation of home visit supply items	\$150.00

8. Reports

BOE Committee Reports

Ian Long reported that the IBB process for negotiations went well and the Themian Park committee will be meeting next week. The project is still in beginning stages.

9. Closing of Meeting

BOE Review of Self-Evaluation

BOE self-evaluation feedback was provided to board members. Reminder to board members to complete their form and leave it with Mr. Van Ranken.

Board Comments

Condolences were given to the family of Hazel Spielman who recently passed away and served as the school crossing guard on East 1st Street for over 35 years.

Adjournment

Move to adjourn at 8:21 p.m.

Background information on agenda items may be found in BoardDocs at:
<https://go.boarddocs.com/ks/usd373/Board.nsf/Public>