MINUTES OF THE BOARD OF EDUCATION COFFEYVILLE UNIFIED SCHOOL DISTRICT 445

July 11, 2022

Regular Meeting 5:00 p.m. Board of Education Office

"Building on a culturally diverse community, USD 445 will prepare all students for life-long learning by providing resources for a comprehensive quality education in a safe environment that promotes high academic achievement and responsible citizenship in a global society." – Mission Statement

"Valuing individuals, Celebrating Learning, Improving Life! USD 445 will provide a happy, caring, hopeful environment that will empower children to achieve their greatest potential." – Vision Statement

The Board of Education of Coffeyville USD 445 met Monday, July 11, 2022 at 5:00 p.m. at the Board of Education Office, 615 Ellis, Coffeyville, KS 67337. President, Darrel Harbaugh called the meeting to order at 5:00 p.m.

Roll Call:

Board Members Present	Others Present
Darrel Harbaugh	Dr. Craig CorrellSuperintendent
Karen Rittenhouse	Lora StalfordCurriculum Director
Robert Roesky	Michael SpeerAsst. Sup./Bus. Manager
Jason Barnett	Andy TaylorMontgomery County Chronicle
Dr. Jerry Hamm	Martha BoucherCoffeyville Journal
LaKisha Johnson	
Board Members Absent	
Gail Misch	

Adoption of Agenda:

Motion made by Jason Barnett to adopt the agenda, second by Karen Rittenhouse. Motion carried 7-0.

Adoption of Consent Agenda:

Motion made by Robert Roesky to adopt the consent agenda, second by LaKisha Johnson. Motion carried 7-0.

A. Approval of Minutes of Regular Meeting, June 13 and June 27, 2022

B. Approval of Bills and Treasurer's Report

Payroll/Liabilit	\$ 640,635.00	Vocational	\$ 12,544.05	Title I-C Mig. \$ -
General Fund	\$ 83,522.26	Indian Ed.	\$ 3,408.96	Title IV \$ 8,660.09
LOB	\$ 75,904.14	JOM	\$ -	Title VI-B \$ 13,288.20
4 Yr old AR	\$ 672.02	KPERS	\$ -	21st CCLC-CES \$ 20,880.45
At-Risk	\$ 356.66	Textbook	\$ -	21st CCLC-ELC \$
Bilingual	\$ 3,559.50	Activity	\$ 149.35	ECBG Grant \$ -
Virtual	\$ 3.99	Bond & Int.	\$ -	PAT MEICHV \$ 951.65
Capital Outlay	\$ 657,930.11	Rec. Comm.	\$ 215,627.75	KU Com. Health \$ -
Driver's Ed.	\$ 1.76	Rec. Benefits	\$ 37,613.00	Afterschool \$ 5.53
Food Service	\$ 33,808.93	Gifts/Grant	\$ 299.59	ESSER II \$ 44,420.40
In-Service	\$ _	FKHS Pool	\$ -	KDHE K12 COVID \$ 28,301.80
Parent Ed.	\$ 357.44	Title I	\$ 1,063.42	
Special Ed.	\$ 418,226.68	Title II-A	\$ -	

- C. Acceptance of Resignations/Retirement
 - 1. Resignation Ashley Poynter, Elementary Teacher, CES
 - 2. Resignation Tamara Starr, Teacher Assistant, ELC

Miscellaneous Reports and Discussion:

Positive Comments:

- Mr. Harbaugh commented on the recent Coffeyville Municipal Band performance at Spence Rounds Theatre with the Army Reserve Band and how excellent the performance was.
- Karen Rittenhouse commented on Gail Misch being one of the three who submitted the name that was selected for the Aquatic Center, "Big Splash"
- Dr. Jerry Hamm commented on the First Responders being recognized and honored at the fireworks display Friday night in Coffeyville.

Central Office Reports:

- Superintendent
 - A. Board Accountability Plan
 - i. Dr. Correll presented the board with the Board Accountability Plan which lays out the primary focus of the board for each of the months for the 2022-2023 school year. Dr. Correll also commented that this same plan is used by the building administration with their staff and site councils so that the entire district is centrally focused.
 - ii. District assessment data, which came out in June, will be covered at the July 27th Board workshop along with other topics.
- 2. Business Manager/Clerk of the Board
 - A. Construction Update
 - i. Construction is being delayed slightly due to supplies and some labor issues. Current timeline has all remodeling portions being completed by August 8th with the new gym being completed around September 1st.
 - ii. Pictures of RMS, FKHS, FKHS mezzanine area and new gym were shared with the board.
 - iii. At the July 27th board work session a tour of the remodeling/new gym will take place.
 - iv. Remaining major pieces of construction are mill work, some electrical, some plumbing, touch ups, gym floor and painting.
 - B. Action Item Review
 - i. Local Option Budget Percentage
 - a. The statewide local option budget percentage is 31% of the general fund.
 - b. The district has to take action by resolution to adopt the statewide average each year.
 - ii. Revenue Neutral Rate
 - a. The rules for exceeding the Revenue Neutral Rate for the school district were reviewed including timelines. A Revenue Neutral Rate hearing would have to be scheduled between August 20th and September 30th with board action by roll call vote taking place no later than September 30th.
 - b. The hearing may be scheduled on the same day as the regular budget hearing.
 - c. If the district does not exceed the revenue neutral rate, then the budget must be completed and adopted by August 25th like normal.
 - d. The district for the 2022-2023 school year will exceed the revenue neutral rate by \$77,338 even though the mill rate for the district is

projected to decrease almost $\frac{1}{2}$ a mill this year. This is primarily due to the increase in state aid and the increase in assessed valuation.

iii. Concrete Bids

- a. Only one bid was received back. Both of our local vendors are extremely busy right now.
- b. The bid was from Battagler Concrete for \$39,984 total.
- c. The work will consist of several sidewalk areas at Community Elementary, Roosevelt Middle School and the Early Learning Center.
- d. Work will first focus on those "high-traffic" areas before school starts and will continue in the remaining areas during the first month of school.

iv. Asphalt/Parking Lot Removal

- As part of the overall plan for the RMS/FKHS Campus, the north parking lot next to the FKHS gym will be removed and replaced with dirt and sod.
- b. The parking lot is in poor shape and needs to be either removed or replaced. Replacing the parking lot at this time does not fit with the district's overall plan for the campus. The new parking lot, and the east end of the existing parking lot is more than enough spaces for all staff and visitors to the school.
- c. The west end of the north parking lot will be removed, leaving enough to create a true turnaround area for vehicles
- d. The existing concrete will still remain to allow for student/patron travel to and from the new gym, between RMS and FKHS and NADO Café building for lunch.
- e. The bid was secured from D&G Contracting & Demolition LLC out of Caney, KS for \$25,000

v. Request for Proposal Child Nutrition Equipment

- a. In an effort to bolster student participation in primarily breakfast, and to be able to offer students an actual made-from scratch hot breakfast options for second chance breakfast, new serving carts with containers for holding the food are being requested.
- b. The new carts will not only be able to display the food in an appetizing way, but will also make sure the cold foods are cold and the hot foods are hot.
- c. The carts are being requested at both the high school and middle school, two carts at each location.

vi. Purchase of Student Chromebooks

- a. A couple of months ago, the board was asked about to purchase new Chromebooks for student use at the high school and middle school. The overall total for the purchase was well over \$20,000 which is what constituted the board's approval.
- b. The cost for the computers was expected to be around \$250,000 which was essentially what the district was tentatively approved for with erate funding.
- c. The board agreed with the purchase at that time with the erate funding coming in to pay for the computer.
- d. The erate funding is taking longer than expected. The window of purchasing is right now, so if the district purchases the computers and the erate funding comes through, then the district will be reimbursed the cost of the computers. If the erate funding does not

- come through, then the expense would come out of capital outlay funds.
- e. The district is in desperate need of new computers for the students at the high school/middle school level. The current student laptops have lasted about 4 years and are at end of life. Either way the district needs to purchase the computers we were just hoping this would make it nice and neat. It still may happen, and likely will, it will just take longer to complete than we have till the start of school.
- f. The board currently sets aside approximately \$65,000 each year through a $\frac{1}{2}$ mill for computer purchase replacement. It has been several years since the district has used these funds as other funds have been available.

Tri-County Special Education Report

No report by Mr. Roesky as the meeting had not yet taken place.

All remaining reports as printed on the agenda and in the Board Booklet

Action Items:

Board action to approve the Superintendent's recommendation and adopt Resolution No. 2022071105 Local Option Budget Percentage. (page 46)

Motion made by Jason Barnett to approve the Superintendent's recommendation and adopt Resolution No. 2022071105 Local Option Budget Percentage. Seconded by Robert Roesky. Motion carried 7-0.

Board action to approve the Superintendent's recommendation of exceeding the Revenue Neutral Rate for fiscal year 2023.

Motion made by Robert Roesky to approve the Superintendent's recommendation of exceeding the Revenue Neutral Rate for fiscal year 2023. Seconded by Jason Barnett. Motion carried 7-0.

Board action to approve the Superintendent's recommendation and accept the bid for concrete replacement from Battagler Concrete for \$39,984.

Motion made by LaKisha Johnson to approve the Superintendent's recommendation and accept the bid for concrete replacement from Battagler Concrete for \$39,984. Seconded by Karen Rittenhouse. Motion carried 7-0.

Board action to approve the Superintendent's recommendation and accept the bid for the asphalt removal from D&G Contracting for \$25,000.

Motion made by Dr. Jerry Hamm to approve the Superintendent's recommendation and accept the bid for the asphalt removal from D&G Contracting for \$25,000. Seconded by Karen Rittenhouse. Motion carried 7-0.

Board Action to approve the Superintendent's recommendation to accept bid proposals for Child Nutrition serving equipment.

Motion made by LaKisha Johnson to approve the Superintendent's recommendation to accept bid proposals for Child Nutrition serving equipment. Seconded by Jason Barnett. Motion carried 7-0.

Board Action to approve the Superintendent's recommendation to accept the bid for 750 student Chromebook computers from SHI for \$249,337.50.

Motion made by Robert Roesky to approve the Superintendent's recommendation to accept the bid for 750 student Chromebook computers from SHI for \$249,337.50. Seconded by Dr. Jerry Hamm. Motion carried 7-0.

Action Items Personnel:

Board action to approve the Superintendent's recommendation of employment

Motion made by Robert Roesky to approve superintendent's recommendation for employment of:

Jordan Hannah, Teacher Assistant, CES TauJai Wesley, Teacher Assistant, CES Theresa Tidwell, Teacher Assistant, ELC Madeline Funburg, Teacher Assistant, ELC

Seconded by Karen Rittenhouse. Motion carried 7-0.

Adjournment:

Motion made by Robert Roesky to adjourn the USD 445 Board of Education meeting. Seconded by LaKisha Johnson. Motion carried 7-0.

At 6:23 p.m., President, Darrel Harbaugh adjourned this July 11, 2022 regular session of the governing Board of Education for Coffeyville Unified Schools District 445.

Clerk of the Board		

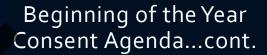
USD 445 Coffeyville Board of Education

JULY 11, 2022

Beginning of the Year Consent Agenda...

- Resignations/Retirements
- Approval of Minutes
- Approval of Bills and Treasure's Report
- Bank Accounts: Comm. National
- Depository Banks: All in Coffeyville
- Official Newspaper: MG Chronicle
- Official Radio: KGGF
- Treasurer: Marci Vannoster
- Deputy Treasurer: Corrissa Walker
- Board Clerk: Michael Speer
- Deputy Clerk: James Elliott

- KPERS Auth. Rep: Michael Speer
- KPERS Auth. Rep: Corrissa Walker
- Food Serv. Auth. Rep.: Michael Speer
- Hearing Officer Meal App: Dr. Craig Correll
- Title I Auth. Rep: Lora Stalford
- Title IX,504 Auth. Rep: Dr. Craig Correll
- 504 Coordinator: Dr. Craig Correll
- Freedom of Info Officer: Dr. Craig Correll
- Homeless Coordinator: Lora Stalford
- 125 Flex Ben. Admin: NueSynergy



- Adoption of Resolutions
 - 2022071101 Petty Cash Authorization (board office)
 - 2022071102 Early Payment of Bills and Expenses
 - 2022071103 Waiver of G.A.A.P
 - 2022071104 Rescind/Adopt District Policies
- Designate Attendance Officers (each building)
- School Board Meeting Dates
- Rates and Fees (textbooks, mileage, driver's ed)
- Holy Name Lunch Agreement

RESOLUTION 202207.1104
FOR RESCINDING POLICY STATEMENTS AND THE BOARD OF EDUCATION
ADOPT THE POLICY MANUAL AS PRESENTED

BE IT ASSOCIATO THAT all policy distaneous found in the minutes of this literal of folkulation prior to July 11, 2022, be rescribed, and that the Board of Education adopt the policy remarks as presented and resonanceded by the superintendent of schools, by govern this school district during the 2022-2023 school year; subject to periodic review, amendment, and revision by the Board of Education.

> BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 445, MONTGOMERY COUNTY, STATE OF KANSAS

President, Board of Education, USD 445

Clark of the Board of Education, USD 445

RESOLUTION 2022071102
AUTHORIZING EARLY PAYMENT OF CLAIMS
(Claims that result in a life payment penalty or provide for an early payment dissount.)

BE IT REDOVED by the Board of Education of Unified School Datest No. 445, Managemeny County, State of Kansas, that the Clark of said South is healty authorized to pay in inclusion of approvally by the Board of Education was claims against said definited that provide for a discussor for early parent of any claims. The Clark half advant the record to the Board of Education for approval at its require meeting, all in

contact with the provision of K.S.A. LS 1996.

BOARD OF EDUCATION OF IMBRIED SCHOOL DISTRICT NO. 445, MONTGOMERY COU STATE OF RANSAS

ATTESTED BY:

Clark of the Board of Education, USD 445

to of spoked School District 445 to be prepared on the basis of spain re s as adjusted to show compliance with the cosh basis and budget is

> UNIFIED SCHOOL DESTRECT NO. 445, HONOTOCHERY COLINTY, STATE OF KANDAS.

ATTESTED BY:

II.

Task of the Board of Education, 1950, and

RESOLUTION 2022071101

WHERAS, The Board of Education of Unified School District No. 445, Mortgomery County, Kansen, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in

emergences; WEREAS, Kansas law authorizes the establishment of petty cash funds; THERSFORE, SE IT RESOLVED, by the Sound of Estudation of Unified School District No. 445, Montgomery Country, Kansan, that a petty cash fund

The fand shall be administered by the superintendent. The principal or designated representative shall have a vector of all receipts and expenditures of the fund and shall prepare and file with the Secret at subserved tribuning all receipts, expenditures and failures at the end of each month and at the end of each stories and subserved the end of each receipt and and expenses and subserved to administer a portio such fund what

Funds in the petty cash fund shall remain district funds but shall not be opsidered school money for purposes of K.S.A. 72 4000(6) and the provisions

Adopted this 11" day of July 2022, by the Board of Education of Unified

BOARD OF EDUCATION OF

TTENTED BY:

President, Sound of Education, USD 445

ek of the Board of Education, 1950 AdS



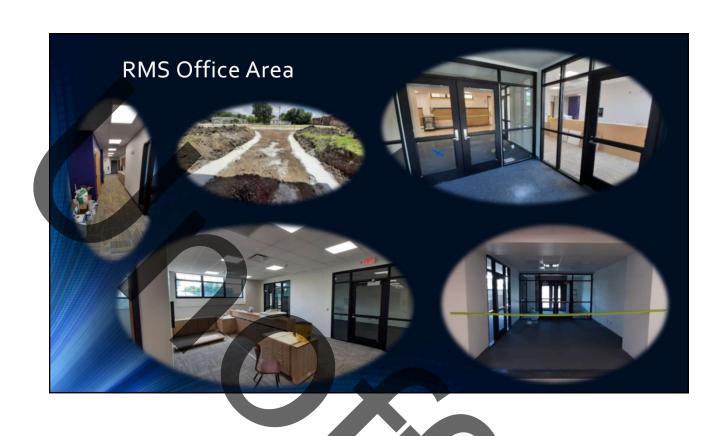
Phase 1 Construction Update

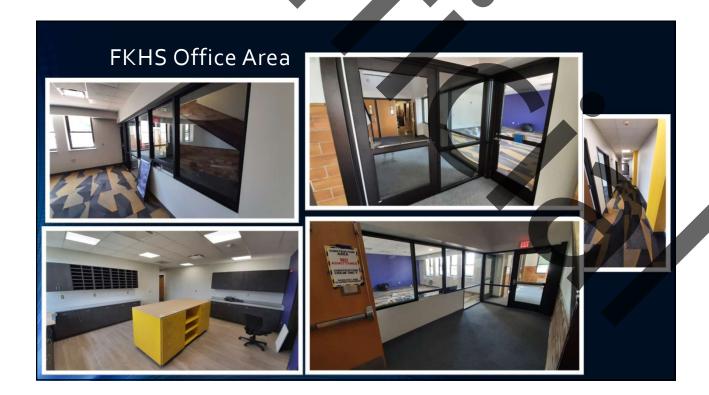
BOARD MEETING: JULY 11, 2022

Construction Update

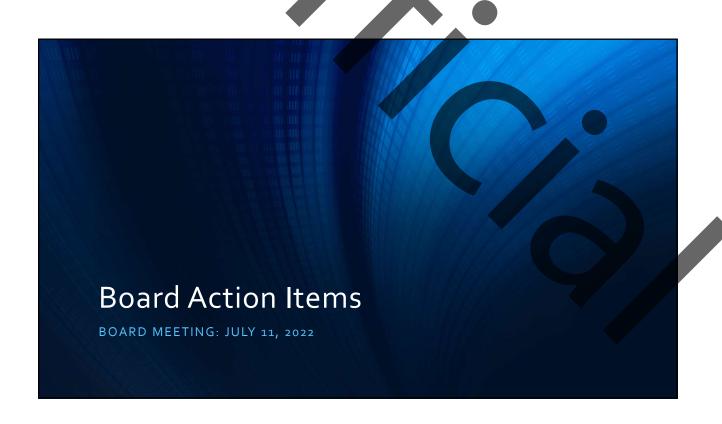
- Mill work being installed over next few weeks
- Gym floor installation: Starting July 18
- Gym locker installation mid-August
- Gym bleacher install will be first-mid September
- Glass is still being installed over next 2 weeks
- Paint touchup (still some to do in the new gym)
- Flooring touchup
- Electrical is almost finished...a few things remain waiting on others
- Plumbing is almost complete (new gym restrooms)
- Remodel Completion: Aug. 1st. New gym completed: Sept. 1st











Resolution No. 2022071105 — Local Option

Budget Percentage

 Each year the district must adopt a local option budget (LOB) or Supplemental General

- The district currently has authorization to go to 31% of the general fund budget.
- The state average LOB percentage is 31%
- This resolution adopts the state average percentage.
- There is no publication, only a resolution adoption.

RESOLUTION NO. 2022071105 Local Option Budget Percentage

Unified School District No. 445, Montgomery County, Kansas,

Be It Resolved that:

The above-named school board shall be authorized to make a Local Option Percentage in an amount of $\underline{31}$ percent for the $\underline{2022-2023}$ school year.

CERTIFICATE

THIS IS TO CERTIFY that the above Resolution was duly adopted by the board of education of Unified School District No. $\underline{445}$, $\underline{Montgomery}$ County, Kansas, on the $\underline{11^{th}}$ day of \underline{July} , 2022.

BOARD OF EDUCATION OF UNIFIED SCHOOL DISTRICT NO. 445, MONTGOMERY COUNTY, STATE OF KANSAS

President, Board of Education, USD 445

ATTESTED BY:

Clerk of the Board of Education, USD 445

Revenue Neutral Rate: HB 2239

(Amended K.S.A. 7-2988) - Timeline

- 06-15: County Clerk notifies district of RNR.
- 07-11: Board action to determine to exceed RNR.
- 07-20: Notify County Clerk of tax rate. This tax rate becomes the Maximum.
- Prior to Aug 20: County Clerk mails out tax statements.
- District published Exceeding RNR and district budget. Minimum of 10 days between publication and hearings.
- Between Aug 20-Sept 30: District hold hearing exceeding RNR and hearing to adopt the budget.
- 10-01: District certifies levy and budget documents to the county clerk.

Revenue Neutral Rate: HB 2239 (Amended K.S.A. 7-2988) – Additional Info

- At least 10 days in advance of the hearing...
 - Publish the notice to exceed the RNR in the newspaper
 - Publish the notice on the district website
 - May be done at the same time as the district budget
- Public Hearing held no sooner than Aug. 20, but no later than Sept. 20
- Majority vote of the board by the adoption of a resolution after the RNR hearing. This shall be a roll call vote of the Board of Education.
- Revenue generated exceeding RNR in General Fund only shall be deemed to <u>not</u> have exceeded the RNR for the budget year.
- Payment to the County Clerk for costs incurred shall be due by December 31.

Revenue Neutral Rate: HB 2239 (Amended K.S.A. 7-2988)

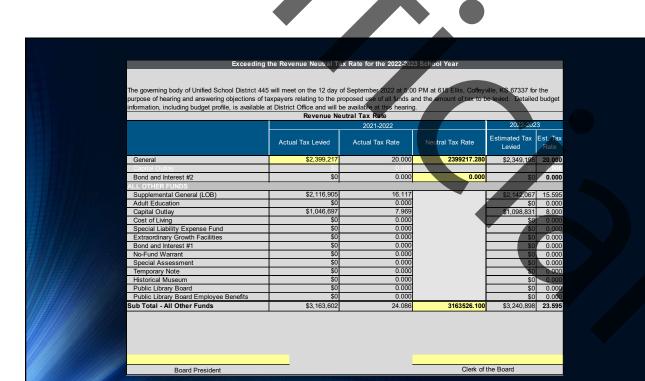
- RNR is for General Fund and "All Other Funds" in the district budget. It is each levied fund separately and not all combined together.
- District Levied funds:
 - General based on enrollment
 - All Other funds:
 - LOB percentage of general
 - Capital Outlay dollar amount
 - Bond & Interest dollar amount

- Assessed Valuation (\$):
 - F21: 130,613,267
 - F22: 131,346,111
 - F23: 137,353,855
 - County: 137,557,063
 - Pending Exemptions: \$203,208
- State Aid LOB
 - F21: 43.98%
 - F22: 45.19%
 - F23: 45.61%

Revenue Neutral Rate: HB 2239 (Amended K.S.A. 7-2988)

- Typically, if the assessed valuation increases, you will exceed the RNR
- General Fund:
 - Statute changed and now the first \$40,000
 of the appraised value of property is
 subtracted instead of \$20,000 as in the
 past.
- "All Other Funds:"
 - Exceed RNR by \$77,338
 - Actual mill decrease of 0.491

F23 Revenue Neutral Rate Budget Information				
Set RNR Rate	Mill Rate	Revenue Amt.		
General Fund	20.425	2,399,217.28		
All "Other" Funds	22.997	3,163,526.10		
Rec. Commission	3.804	523,270.28		
Rec. Benefits	0.727	100,083.31		
Published Rates	Mill Rate	Revenue Amt.		
General Fund	20.000	2,349,198.00		
All "Other" Funds	23.595	3,240,864.21	Exceeds RNR	
Rec. Commission	4.000	549,415.42	Exceeds RNR	
Rec. Benefits	0.800	109,883.08	Exceeds RNR	
2022-23 Published	Comp. to RNR	Comp. to Pi	·.Yr.	
General Fund	-0.425	0.000		
All "Other" Funds	0.598	-0.491		
Rec. Commission	0.196	0.016		
Rec. Benefits	0.073	0.038		



Bid Requests and Proposals

BOARD MEETING: JULY 11, 2022

Concrete Bid Results

- Only received back one bid.
- Battagler Concrete: \$39,984

ELC: \$5,359RMS: \$7,990CES: \$26,635

- Work will not be completed prior to the start of school so the main areas of traffic will be targeted first with other areas following after school starts.
- Areas at Community Elementary
 - East Main Entrance
 - Multi-Purpose Room steps
 - South Entrance
 - North Dock Entrance
 - North Dock Area
 - Cut in curb ramps in drop-off lanes
- Areas at Roosevelt Middle School
 - East Sidewalk and Curb
 - South Entrance Sidewalk
- Areas at Early Learning Center
 - Northeast Corner Curb



Asphalt/Parking Lot Removal Bid

- Removal of west end of the north high school parking lot and replacement with dirt.
 - The areas used as staging for construction.
- Bid from D&G Contracting & Demolition LLC out of Caney, KS
- Total Bid: \$25,000
- Demolition work would be completed prior to the start of school.

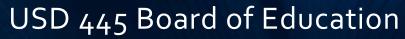
- Overall campus facility plan.
 - Parking lot is in poor condition and with construction it is worse now.
 - Prepares for the next phase of this area.
 - Turnaround area, angled parking.
 - Part of the overall plan is to recapture space to make is usable in the future.
 - Will leave space for students to travel back and forth between NADO Café and patrons to the new gym.
 - Restripe, seal and patch east end of the parking lot through Wren Asphalt

Request for Bid Proposal Child Nutrition Serving Equipment

- Utilizing Child Nutrition funds
- Looking for new vendor serving carts at both high school and middle school for the second chance breakfast options, specifically CAMBRO Vending Cart
- Functionality and convenience and presentation of food options.
- Second chance breakfast changes:
 - Hot breakfast as second chance.
 - Reduction in "pre-packaged" food items and more "scratch" items.
 - Example: instead of packaged donuts, homemade sausage, egg, biscuits







BOARD MEETING: JULY 11, 2022