

NEMAHA CENTRAL SCHOOLS U.S.D. 115  
REGULAR BOARD MEETING  
DISTRICT OFFICE  
MONDAY, JULY 13, 2020  
7:00 P.M.

MINUTES

**21-1 APPROVAL OF AGENDA FOR REGULAR**

Mr. Kohlman asked to add 21-27.1 Approval of Negotiated Agreement and Approval of salaries for Certified, Administration and Classified staff to the agenda.

Motion by Dave Clements, seconded by Joe Reitz to approve the agenda as amended. Motion carried 7-0.

**21-2 ELECTION OF OFFICERS**

Motion by Joe Reitz, seconded by Dave Clements to elect Owen Zinke as Vice President and Jason Hammes as President and to keep officer elections in July in future years. Motion carried 7-0.

**21-3 APPROVAL OF PAYMENT OF CLAIMS**

Motion by John Deters, seconded by Amy Huerter to approve payment of claims as presented. Motion carried 7-0.

CONSENT AGENDA

**21-4 APPROVAL OF MINUTES OF THE JUNE 26, 2020 SPECIAL BOARD OF EDUCATION MEETING**

**21-5 POLICY OF TIME, DATE, AND PLACE FOR REGULAR BOARD MEETINGS**

The present policy says the meetings will be held the second Monday of each month, 7:00 p.m., at the district office. By K.S.A. 72-8205, this needs to be set annually by resolution. See **attachment #1**.

**21-6 SPECIAL APPOINTMENTS**

In accordance with Kansas laws, the Board shall make the following appointments at the July organizational meeting.

<u>POSITION</u>	<u>NAME</u>	<u>ALTERNATE</u>
Clerk	Carol Kuckelman	Carol Hunninghake
Treasurer	Janet Ronnebaum	Carol Hunninghake
Federal Program Director	Darrel Kohlman	Carol Kuckelman
KPERS Agent	Carol Hunninghake	Darrel Kohlman, Carol Kuckelman
Food Service Determining Officer District Hearing Officer	Ben Scism, Amy Beck Darrel Kohlman	Shana Steinlage Shana Steinlage
Health Insurance Contact	Carol Hunninghake	Carol Kuckelman Darrel Kohlman
Compulsory Attendance Officers	Ben Scism, Amy Beck, Shana Steinlage	Darrel Kohlman

Homeless Coordinator	Darrel Kohlman	Amy Beck
Compliance Coordinator Title VI, VII, IX, Section 504	Darrel Kohlman	Shana Steinlage
Attorney	Donna Whiteman	KASB

- 21-7 APPROVAL OF RESOLUTIONS AUTHORIZING THE PRINCIPALS TO OVERSEE ALL GATE RECEIPTS AND OTHER FUNDS, WHICH ARE DEPOSITED INTO THE ACTIVITY FUND (AND ARE REPORTED ON THE BUDGET DOCUMENT)**  
See attached resolutions as per K.S.A. 72-8208a (**attachments #2 and #3**).
- 21-8 RESOLUTIONS AUTHORIZING PETTY CASH FUNDS**  
In accordance with K.S.A. 72-8208, the Board may authorize Petty Cash Funds to be used for making expenditures for school district purchases in emergencies. **See attachments #4 to #7.**
- |                                |          |
|--------------------------------|----------|
| Nemaha Central Elementary/MS   | \$300.00 |
| Nemaha Central High School     | \$500.00 |
| Unified School District Office | \$500.00 |
| Special Education Office       | \$300.00 |
- 21-9 DESIGNATION OF THE SENECA COURIER-TRIBUNE AS THE OFFICIAL NEWSPAPER FOR DISTRICT LEGAL PUBLICATIONS (per K.S.A. 64-101 et. seq.)**
- 21-10 DESIGNATION OF MINIMUM HOURS FOR THE 2020-2021 SCHOOL YEAR**  
As per K.S.A. 72-1106, I recommend designating the 1,116-hour system as opposed to the 180 day school year to provide us flexibility.
- 21-11 APPROVAL OF RESOLUTION FOR PAYMENT OF BILLS BEFORE BOARD MEETINGS**  
K.S.A. 12-105b makes it legal to pay bills before a board meeting if there is a penalty for late payment or a discount for early payment. This is mainly for utility bills and the like. **See attachment #8.**
- 21-12 DESIGNATE THE OFFICIAL DEPOSITORIES FOR ALL DISTRICT FUNDS**  
In accordance with K.S.A. 9-1401, designate: United Bank & Trust, Community National Bank, Elk State Bank, and the First Heritage Bank of Seneca as depositories for district funds.
- 21-13 AUTHORIZATION FOR THE SUPERINTENDENT AND CLERK TO CREDIT INTEREST FROM INVESTMENTS TO THE GENERAL FUND AND TO CONTINUE THE PRACTICE OF BIDDING IDLE FUNDS**  
The district has been on a bid basis for idle funds with local banks as allowed by state law.
- 21-14 RESOLUTION TO RESCIND ALL BOARD ACTIONS DURING 2019-2020 WHICH DID NOT BECOME WRITTEN BOARD POLICY AND APPROVE ALL CURRENT WRITTEN POLICIES FOR 2020-2021**  
See **attachment #9** for the resolution. This is the same action you have taken in the past to protect the school district in cases when patrons claim past actions are “policy.” This action is recommended by KASB.
- 21-15 ESTABLISH MILEAGE RATE**  
The reimbursement for the use of private vehicles for school business should be \$.575 cents/mile which aligns the district with the State of Kansas.
- 20-16 RESOLUTION TO ESTABLISH A HOME RULE**

**Attachment #10** authorizes you to exercise home rule as is allowed by Kansas law.

**20-17 RESOLUTION TO WAIVE GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP) AS RECOMMENDED BY THE KANSAS STATE DEPARTMENT OF EDUCATION**

K.S.A. 75-120a(c) (1) requires boards to adopt a resolution annually to be exempt from General Accepted Accounting Principles (GAAP). Districts do not operate this way for the most part. See **attachment #11**.

**20-18 SET PRICE FOR COPIES**

To establish the cost of copies at \$0.25/copy for persons requesting copies from the district.

**20-19 PERSONNEL ACTION AS NEEDED**

New Hires- Marge Anderson- Para NCEMS

**END OF CONSENT AGENDA**

Motion by Owen Zinke, seconded by Joe Reitz to approve the Consent Agenda as presented. Motion carried 7-0. (copies attached)

**21-20** No action taken on this item.

**21-21 APPOINTMENT OF BOARD COMMITTEES AND ASSIGNMENTS**

Board President Jason Hammes made the following Board appointments:

\*Special Education Cooperative Advisory Board – John Deters

\*Governmental Relations Representative – Dave Clements

\*Education Foundation Board – Amy Sudbeck

\*District Health Council – Amy Huerter

**21-22 REVIEW RECOMMENDED BOARD POLICY UPDATES FROM KASB**

Mr. Kohlman review the recommended Board Policy updates recommended by KASB: The policy updates will be voted on at the August BOE meeting. Policies include: CF Board-Superintendent relations; DFE Investment of Funds; GAAB Complaints of Discrimination; GAAC Sexual Harassment; GAAD Child Abuse; GAOC Tobacco-Free School Grounds for Staff; HAE Board Negotiation Representatives; IC Educational Programs; IJ Evaluation of Instructional Program; JCDA Tobacco-Free School Grounds for Students; JGEC Sexual Harassment; JQKA Foreign Exchange Students; KMA Tobacco-Free School Grounds for Visitors; KN Complaints; KN Complaints Form; KNA Complaints Regarding child Nutrition Program

**21-23 UNENCUMBERED CASH BALANCE REPORT & FINAL FY 20 TRANSFERS**

The board reviewed the final cash balance and transfer report for FY20. No action was taken.

**21-24 APPROVAL OF WELLNESS POLICIES**

Motion by Dave Clements, seconded by Amy Huerter to approve the Wellness Policy as presented with no changes. Motion carried 7-0.

**21-25 SET A SPECIAL MEETING DATE TO APPROVE THE PUBLICATION OF THE NOTICE OF HEARING FOR THE 2020-21 BUDGET**

Motion by Jason Hammes, seconded by Amy Sudbeck to have a Special Board of Education meeting on July 23, at 7:00 PM at the District Office to approve the FY21 budget for publication. Motion carried 7-0.

**21-26 APPROVE THE PURCHASE OF CANVAS LEARNING MANAGEMENT SYSTEM**

Motion by Amy Sudbeck, seconded by Owen Zinke to approve the purchase of Canvas learning management system for NCHS for the two years. The cost is \$14,000 for the first year and \$8,000 for the second year. Motion carried 7-0.

**21-27 EXECUTIVE SESSION FOR NON-ELECTED PERSONNEL**

**EXECUTIVE SESSION TO DISCUSS EMPLOYER-EMPLOYEE  
NEGOTIATIONS**

Motion by Jason Hammes, seconded by Dave Clements to move to go into executive session with Darrel Kohlman and Carol Kuckelman present beginning at 7:50 PM for 15 minutes to discuss negotiations with teachers pursuant to the exception for employer- employee negotiations under KOMA and return to open session in this room at 8:05 PM. Motion carried 7-0.

**21-27.1 APPROVAL OF NEGOTIATED AGREEMENT AND SALARIES FOR  
ADMINISTRATORS AND CLASSIFIED STAFF**

Motion by Joe Reitz, seconded by Dave Clements to approve the teacher ratified contract as presented and approve salaries for classified and administrators as presented. Motion carried 7-0.

**21-28 MEETING ADJOURNMENT**

At 8:07 PM motion by Dave Clements, seconded by Amy Huerter to adjourn. Motion carried 7-0.

FOR THE BOARD OF EDUCATION

*Owen R Zinke*  
Vice - President

*Carol Kuckelman*  
Clerk

## RESOLUTION TO ESTABLISH REGULAR MEETING DATES

BE IT RESOLVED that pursuant to K.S.A. 72-8205, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, at its regular meeting held July 13, 2020, established the following meeting schedule for regular board of education meetings to be held during the 2020-21 school year:

7:00 P.M. on the second Monday of each month at the unified district office, 318 Main Street, Seneca, KS

If the established meeting date falls on a legal holiday or a holiday specified by the Board of Education, such regular meeting will be held on the date established by the Board of Education at the regular meeting held the prior month. If the established meeting is cancelled because of an emergency, within 24 hours of such cancellation, the board shall establish and give notice of the new meeting date and time.

The Board of Education reserves the right to adjourn any regular meeting to another time and place.

## RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law authorizes the establishment of school activity funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that an activity fund designated as the NEMAHA CENTRAL HIGH SCHOOL ACTIVITY FUND is created for the purpose of receiving and expending funds for student activities including athletics and other board approved student extra curricular activities.

The fund shall be administered by the Principal. The Principal or person as designated by the Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain in district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

## RESOLUTION

WHEREAS, The Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of an activity fund is an efficient method to pay expenses for student activities; and

WHEREAS, Kansas law authorizes the establishment of school activity funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that an activity fund designated as the NEMAHA CENTRAL ELEMENTARY AND MIDDLE SCHOOL ACTIVITY FUND is created for the purpose of receiving and expending funds for student activities including athletics and other board approved student extra curricular activities.

The fund shall be administered by the Principal. The Principal or person as designated by the Principal shall keep a record of all receipts and expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer an activity fund shall be bonded by the school district.

Funds in the activity fund shall remain in district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

## RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies;

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that a petty cash fund designated as NEMAHA CENTRAL ELEMENTARY AND MIDDLE SCHOOL PETTY CASH FUND is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by the Superintendent The Superintendent or person as designated by the Superintendent shall keep a record of all expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

## RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies;

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that a petty cash fund designated as NEMAHA CENTRAL HIGH SCHOOL PETTY CASH FUND is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by the Superintendent. The Superintendent or person as designated by the Superintendent shall keep a record of all expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

## RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies;

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that a petty cash fund designated as UNIFIED SCHOOL DISTRICT OFFICE PETTY CASH FUND is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by the Superintendent. The Superintendent or person as designated by the Superintendent shall keep a record of all expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A. 72-8202(d) and the provisions of K.S.A. 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

## RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the creation of a petty cash fund is needed to make expenditures for school district purposes in emergencies;

WHEREAS, Kansas law authorizes the establishment of petty cash funds;

THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that a petty cash fund designated as MARSHALL-NEMAHA SPECIAL EDUCATION OFFICE PETTY CASH FUND is created for the purpose of expending funds for school purposes in emergency situations.

The fund shall be administered by the Superintendent. The Superintendent or person as designated by the Superintendent shall keep a record of all expenditures of the fund and shall prepare and file with the Board a statement showing all receipts, expenditures and balance at the end of each month and at the end of each school year. Any person authorized to administer a petty cash fund shall be bonded by the school district.

Funds in the petty cash fund shall remain district funds but shall not be considered school money for purposes of K.S.A 72-8202(d) and the provisions of K.S.A 12-105(b) shall not apply.

Adopted this 13th day of July, 2020, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas.

RESOLUTION  
AUTHORIZING EARLY PAYMENT OF CLAIMS

*(Claims which result in a late payment penalty or provide for an early payment discount)*

BE IT RESOLVED by the Board of Education of Unified School District No. 115, Nemaha County, State of Kansas, that the clerk of said board is hereby authorized to pay in advance of approval by the Board of Education any claims against said district that provide for a discount for early payment or for the assessment of a penalty for late payment; that prior to payment of any claim in advance of approval by the Board of Education, the claim shall be audited by the treasurer of the board and the Superintendent of Schools and approved by them as correct, due and unpaid; and that the clerk shall keep an accurate record of all moneys paid, the purposes for which expended, and shall submit the record to the Board of Education for approval at its next regular meeting, all in accordance with the provisions of K.S.A.12-105b, as amended by I. 1983, Ch. 56, Sec. 1. (1983 Senate Bill 446).

Dated this 13th day of July, 2019, at Seneca, State of Kansas.

ATTESTED BY:

  
Clerk

BOARD OF EDUCATION  
OF UNIFIED SCHOOL DISTRICT  
No. 115, NEMAHA COUNTY  
STATE OF KANSAS

By:   
President

RESOLUTION FOR RESCINDING POLICY STATEMENTS FOUND IN BOARD  
MINUTES

Be it resolved that all policy statements found in the minutes of the U.S.D. #115 Board of Education prior to July 1, 2020 be rescinded, and that the U.S.D. #115 Board of Education adopt the written policies as presented and recommended by the Superintendent of Schools, to govern this school district during the 2020-21 school year, subject to periodic review, amendment, and revision by the Board of Education.

RESOLUTION TO ESTABLISH HOME RULE BY BOARD OF EDUCATION

Mr. President, I move the adoption of the following resolution:

RESOLUTION

WHEREAS, the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the exercise of powers granted by the legislature is of benefit to the board and local patrons; and

WHEREAS, Kansas law authorizes the board to transact all school district business; and

WHEREAS, the board intends to adopt policies that the board deems appropriate to perform its constitutional duty to maintain, develop and operate local public schools; and

WHEREAS, the board acknowledges that the power granted by law shall not be construed to relieve the board from any obligations to comply with state law; and

WHEREAS, the board acknowledges that the powers granted by law and this resolution shall not be construed to relieve any other unit of government of its duties and responsibilities prescribed by law; and

WHEREAS, the board acknowledges that the powers granted by law do not create any responsibility on the part of the district to assume the duties or responsibilities that are required of another unit of government;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, that the board shall exercise the power granted by law and by this resolution.

ADOPTED by the Board of Education of Unified School District 115, Nemaha County, Kansas, this 13th day of July, 2020.

RESOLUTION TO WAIVE THE ANNUAL REQUIREMENT OF  
GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP) AND  
FIXED ASSET ACCOUNTING

WHEREAS the Board of Education of Unified School District No. 115, Nemaha County, Kansas, has determined that the financial statements and financial reports for the fiscal year ended June 30, 2021 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the U.S.D. # 115 Board of Education or the members of the general public of Unified School District # 115; and

WHEREAS there are no revenue bond ordinances or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the fiscal year ended June 30, 2021.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of Unified School District No. 115, Nemaha County, Kansas, in the regular meeting duly assembled this 13th day of July, 2020, that the Board of Education requests the Director of Accounts and Reports to waive the requirements of K.S.A. 75-1120a(a) as they apply to the Unified School District # 115 for the fiscal year ended June 30, 2021.

BE IT FURTHER RESOLVED that the U.S.D. # 115 Board of Education shall cause the financial statements and financial reports of the Unified School District to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.