

USD 237 Board of Education Regular Meeting
Board Minutes for Tuesday January 9, 2024
216 S. Jefferson, Smith Center, KS 66967
Smith Center Board of Education Meeting Room

ITEM 1. CALL TO ORDER

Present for the call to order Board President Theron Haresnape, board members Marty Hanson, Libby McDonald, Sara Pruden, Adam Rentschler and Jodi Frydendall. Superintendent Dustin McEwen, Board clerk Roberta Reinking, SCE Principal Michelle Stamm, SCHS Principal Greg Koelsch and Denis Miller, Mapes & Miller, CPA **4:40 PM**

ITEM 2. OATH OF OFFICE – BOARD MEMBER(S) WHO WERE RE-ELECTED OR NEWLY ELECTED IN THE FALL, 2023 GENERAL ELECTION (SIGN OATH OF OFFICE)

Adam Rentschler, district 7, and Jodi Frydendall, district 1, signed the oath, was notarized by Roberta Reinking

TIEM 3. APPROVE RESIGNATION FROM BOARD MEMBER SARA PRUDEN

Libby McDonald made a motion to approve the resignation from Board Member Sara Pruden from district 2, Adam Rentschler seconded the motion. The motion was approved by a 6-0 vote. **4:43 PM**

ITEM 4. OATH OF OFFICE – BOARD MEMBER(S) WHEO WERE RE-ELECTED OR NEWLY ELECTED IN THE FALL, 2023 GENERAL ELECTION (SIGN OATH OF OFFICE)

Sara Pruden, district 4, signed the oath and was notarized by Roberta Reinking

ITEM 5. APPROVAL OF BOARD VACANCY RESOLUTION

Marty Hanson made a motion to approve the Board Vacancy Resolution, Libby McDonald seconded the motion. The motion was approved by a 6-0 vote. **4:44 PM**

ITEM 6. APPROVAL OF AGENDA – ADD/DELETE

Adam Rentschler made a motion to approve the agenda as presented, Sara Pruden seconded the motion. The motion was approved by a 6-0 vote. **4:46 PM**

ITEM 7. AUDIT REPORT JUNE 30, 2023 – MAPES & MILLER, CPA’S

The board welcomed Mr. Denis Miller to the meeting. Mr. Miller presented a draft report of the districts June 30, 2023 fiscal year audit. Mr. Miller reviewed the Independent Auditor’s Report, the audit is conducted with auditing standards generally accepted in the United State of America (GAAS) and the Kansas Municipal Audit and Accounting Guide (KMAAG). 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. The report includes the aggregate cash and unencumbered cash balance of USD 237, as of June 30, 2023. Compliance with Kansas Statutes – Mandatory Purchase of Products: K.S.A. 75-3322 requires districts to make purchases of products offered by Kansas industries for the blind and severely disabled. The District failed to make mandatory purchases offered by these industries during the year ending June 30, 2023. He explained that because of the quality and cost associated with the products most schools don't purchase any products. Outstanding Checks: K.S.A. 10-816 requires checks outstanding for two years or more be cancelled and restored to the fund originally charged. The High School Activities fund has checks over two years old that have not been cancelled. The District is not aware of any other non-compliance with Kansas statutes. Mr. Miller explained the operating transfers from General and Supplemental General to the funds as required by Statutory Authority. The Subsequent Events they have removed the COVID requirements. Summary of Expenditures – Actual and Budget he talked about the Certified budget numbers and Expenditures Chargeable to Current year, the Variance over (under) if there are any positive numbers it is considered a budget violation, ours were all under. He went on to review all the funds and the receipts and expenditures for the funds. He did explain that when Grants were received the recipient did need to follow the guidelines of the qualifications of the Grant. 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 \$4,828 in the Bilingual Education Fund for the year ended June 30, 2023.

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. USD 237's operating budget comes from local tax dollars as well as 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 is really happy to see the District is building up the cash.

Mr. Miller asked the Board to make a motion to approve the Fiscal Year 2022-2023 Audit Report.

ITEM 8. APPROVAL OF FISCAL YEAR 2022-2023 AUDIT REPORT

Sara Pruden made a motion to approved the Audit for Fiscal Year 2022-2023 as presented by Denis Miller, Marty Hanson seconded the motion. The motion was approved by a 6-0 vote. **5:10 PM**

The board members thanked Denis Miller for his firm's work in completing the 2022-2023 district audit.

Theron Haresnape and Roberta Reinking signed the Management Representative Letter for Mapes & Miller, CPA's.

Denis Miller left the meeting. **5:13 PM**

ITEM 9. APPROVE CONSENSUS ITEMS

- a. Minutes of the December 11, 2023 Regular Meeting
- b. Minutes of December 19, 2023 Special Meeting
- c. January 8, 2024 Statements
- d. Review of Financial Statements/Activity Fund Reports – only had HS statements
- e. Approval of Community Grant from Dane G. Hansen for School Nurse
- f. Approval of Community Grant for Dane G. Hansen for Band Restoration
- g. Approval of Community Grant from Smith County Action Fd for Band Restoration
- h. Approval of Community Grant from Dane G. Hansen for SCHS Weight Room
- i. Approval of Community Grant from Tomlinson Family Donor Advised Fd for SCHS Weight Room
- j. Approval of Donation from Smith County Bank for Food Service – Meals
- k. Approval of Resignation from Christi Frydendall from Food Service

Sara Pruden made a motion to approved the consensus items, Marty Hanson seconded the motion. The motion was approved by a 6-0 vote.

5:15 PM

ITEM 10. PUBLIC FORUM

Nothing tonight

ITEM 11. SECOND READING KSDE BOARD POLICIES

Mr. McEwen reviewed the board policies, he recommends we update/add all of them but leave the food service we worked on that last year, Mr. McEwen prefers the updates/wording made last year.

Libby McDonald made a motion to approve the KSDE Board Policies as recommended, Adam Rentschler seconded the motion. The motion was approved by a 6-0 vote.

5:19 PM

ITEM 12. DISCUSSION OF FOUTS INSURANCE OPTIONS AND COST

Mr. McEwen reviewed the information we have received regarding the EMC policy changes and how those changes will impact our insurance renewal. The current wind/hail deductible of \$25,000 will increase with the renewal to 1% of the valuation of the building. In addition, any roof older that 15 years will be covered at actual cash value rather than replacement value. EMC will not cover any building with a roof over 35 years old. Mr. McEwen shared the ages of the roofs in the district, so a

replacement schedule can be created. The district will need to invest a considerable amount of financial resources to replace several roofs over the next 2-6 years. Fouts insurance is working with

EMC to answer some questions about how the renewal will work when one building has roofs over various ages.

ITEM 13. DISCUSSION AND APPROVAL OF NEX-TECH PHONE UPDATE

Mr. McEwen and Dale Stephens have reached out the Nex-Tech regarding the district's current phone system. There is switch that will need to be replaced. Mr. Rothchild, with Nex-Tech, put together several options for upgrading the phone system. The phone system was new in 2008. Mr. McEwen presented the option for the BOE to consider. Option 1: Changing the system to a Cloud Phone system. This option would provide new handsets and some additional features, but would also increase the phone expense approximately \$4,152 a year, and the district would enter into a 120m month agreement. Option 2: Changing to a SIP Trunk service. With this option, the current handsets would not be replaced and eventually a switch might need to be replaced. The SIP Trunk service is estimated to reduce our phone bill by approximately \$4,320 per year. Option 3: Changing to SIP Trunk and Purchasing New Handsets. The upfront cost to purchase the new handsets would be around \$47,000. Option 4: Changing to SIP Trunk and Leasing New Handsets (60 months). This option would increase our annual phone expense by approximately \$10,200 for 5 years.

Mr. McEwen recommended Option 2.

Adam Rentschler made a motion to go with option 2 as recommended, Sara Pruden seconded the motion. The motion was approved by a 6-0 vote.

5:36 PM

ITEM 14. REPORTS

a. Libby McDonald, NCKSEC Interlocal #636 Report – NCKSEC purchased the Kingdom Hall for \$81,500, they will stay in the Fisher Building for 6 months up to 1 year do get the building ready to use.

b. Greg Koelsch, SCHS Principal's Report – There are 7 seniors that have qualified for MCL All Academic Award. They are required to have 3.85 GPA and be active in 12 Activities, either MCL or KSHSAA for the first 7 semesters. A great program that recognizes students for being involved in activities and excelling in the classroom. Congratulations to Kelli Armknecht being chosen FCA Coach of the year.

c. Michelle Stamm, SCE Principal's Report – Nothing to add to her report.

d. Dustin McEwen, Superintendent's Report

1. Protect Young Eyes – scheduled for January 29 in the SCE gym. On January 30 there will be 4 age appropriate presentations to the students.

2. Siemens Controllers – Primary work will be completed February 19-23, the final work will be done over spring break March 11-15. Install the controllers and the new classroom thermostats.

3. Weight Room Contributions – they have achieved the goal of \$50,000, Holly sent an updated list of contributors and has taken care of the Thank You's.

4. District Inservice – no school on Monday January 15 for Martin Luther King Day, teachers will report for Teacher in-service day.

5. Calendar for 2024-2025 – Mr. McEwen has been working on the calendar options for next year, they will have a Calendar Committee Meeting during the teacher in-service on the 15th.

6. Kansas Teacher Retention Initiative – EPIC Inform Package that will provide information and help to retain teachers. District Commitments - Attendance at an Educator Engagement & Retention Summit, they ask the Superintendent, BOE members, a Teacher Negotiations Team member and a community member. The dates are March 4 in Hays and March 28 in Salina. We have moved the March Board meeting to March 4 we will look to attend on March 28.

7. School tomorrow – County roads could be a challenge for the bus drivers, some roads have been cleared but have blown back shut. The county plans to work late to get them opened, still might have areas that aren't open. Mr. McNary will be in contact with the County and his Drivers if a decision needs to be made.

ITEM 15. RESOLUTION TO ESTABLISH ELECTION OF OFFICERS

Adam Rentschler made a motion to approve the Resolution to Establish the Election of Officers, Marty Hanson seconded the motion. The motion was approved by a 6-0 vote. **5:52 PM**

The Resolution was signed by each of the board members and board clerk.

ITEM 16. EXECUTIVE SESSION – NON-ELECT PERSONNEL EXCEPTION UNDER KOMA – DISCUSS EMPLOYEE PERFORMANCE

Adam Rentschler made a motion to go into Executive Session – Personnel Exception under KOMA – Discuss Employee Performance pursuant to KMOA for 15 minutes with open meeting to resume at 6:10 PM. Sara Pruden seconded the motion, the motion was approved by a 6-0 vote. **5:55 PM**

The Board invited Mr. McEwen, Mrs. Stamm and Mr. Koelsch to remain in the closed meeting.

Roberta Reinking left the meeting.

Roberta Reinking returned to the meeting.

Adam Rentschler made a motion to go into Executive Session – Personnel Exception under KOMA – Discuss Employee Performance pursuant to KMOA for 10 minutes with open meeting to resume at 6:20 PM. Sara Pruden seconded the motion, the motion was approved by a 6-0 vote. **6:10 PM**

The Board invited Mr. McEwen, Mrs. Stamm and Mr. Koelsch to remain in the closed meeting.

Roberta Reinking left the meeting.

Roberta Reinking returned to the meeting.

6:20 PM

ITEM 17. EXECUTIVE SESSION – PERSONNEL – BOARD’S EVALUATION OF THE SUPERINTENDENT

Adam Rentschler made a motion to go into Executive Session – Personnel – Board’s Evaluation of the Superintendent pursuant to KOMA for 5 minutes with the open meeting to resume at 6:28 PM. Sara Pruden seconded the motion, the motion was approved by a 6-0 vote.

6:23 PM

Mr. McEwen, Mrs. Stamm, Mr. Koelsch and Roberta Reinking left the meeting.

Mr. McEwen and Roberta Reinking returned to the meeting.

6:28 PM

Libby McDonald made a motion to approve extending the contract for Mr. McEwen for the 2025-2026 school term, Adam Rentschler seconded the motion. The motion was approved by a 6-0 vote.

6:30 PM

ITEM 18. BOARD COMMENTS

The board signed the thank you’s for the Dane G. Hansen Grants, for School Nurse, Band Restoration and Weight Room, Smith County Action Fund for the Band Restoration, Tomlinson Family Donor Advised Fund for the Weight Room and Smith County Bank for Food Service meals.

ITEM 19. ADJOURN

Adam Rentschler made a motion to adjourn the meeting, Libby McDonald seconded the motion. The motion was approved by a 6-0 vote.

6:32 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

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