

**UN-OFFICIAL MINUTES**  
**U.S.D. #399 NATOMA-PARADISE-WALDO**  
**REGULAR MEETING**  
**NATOMA HIGH SCHOOL, COMMONS – 7:00 P.M.**  
**MONDAY – JULY 12, 2021**

**MEMBERS PRESENT**

Quentin Maupin  
Kristin Lyle  
Melissa Chrisler  
Justin Frye  
Bret Somers  
Debra Alexander  
Matt Pounds, Superintendent/PrK-12 Principal  
Cynthia Beisner, Treasurer  
Cambria Ellis, Clerk

**OTHERS PRESENT**

Kristi Mettlen  
Chris Broeckelman  
Robert Cox  
Rhonda Murphy  
Shari Paget

**I. Call to Order – Pledge of Allegiance**

Quentin Maupin opened the meeting at 7:02 p.m. with the Pledge of Allegiance.

**II. Election of Officers**

Debra Alexander moved, seconded by Melissa Chrisler, to nominate Kristin Lyle for Board President.

Justin Frye moved, seconded by Quentin Maupin, to nominate Quentin Maupin for Board President.

Quentin Maupin moved, seconded by Kristin Lyle, that nominations cease. Motion carried, 6-0.

Paper ballots were signed and recorded a vote of 4-2 in favor of electing Kristin Lyle as President of the Board of Education.

Debra Alexander moved, seconded by Kristin Lyle, to nominate Melissa Chrisler for Board Vice President.

Quentin Maupin moved, seconded by Debra Alexander, to cease nominations and elect Melissa Chrisler as Vice President of the Board of Education. Motion carried, 6-0.

**III. Approval of Agenda**

Melissa Chrisler moved, seconded by Debra Alexander, to approve the agenda. Motion carried, 6-0.

**IV. Consent Agenda**

**a. Consideration of Bills**

**b. Approval of Minutes**

Melissa Chrisler moved, seconded by Bret Somers, to approve the consent agenda. Motion carried, 6-0.

**V. Open Forum – Recognition of Visitors**

Robert Cox thanked the district for the opportunity to work with the kids and reported that the junior high football boys will have helmet fitting at Plainville on Thursday and is calling the parents.

Chris Broeckelman asked for time during negotiations to discuss the recent meeting with the teachers.

**VI. Treasurer's Report**

Melissa Chrisler moved, seconded by Debra Alexander, to approve the June 2021 Treasurer's Report. Motion carried, 6-0.

## VII. Reports:

### a. Superintendent's

- i. **Reporting of Cash Balances** – review of provided during treasurer's report
- ii. Discussed Board Leadership Training through KASB
- iii. Looked at planning a Board Retreat Meeting
- iv. Back to School BBQ planning occurring
- v. Inservices begin on August 10 for the new teachers
- vi. Enrollment will be August 4<sup>th</sup> from 1-6pm; August 5<sup>th</sup> from 9am-Noon
- vii. All kids will receive free meals through federal funding this year again
- viii. Social Studies educators will be attending state assessments training meeting

### b. Elementary Head Teacher

- i. Specials and MTSS schedule almost finalized

## VIII. Old Business – No Items.

## IX. New Business

### a. Board Designated Appointments:

- i. **Clerk of the Board** – Cambria Ellis
  - ii. **Deputy Clerk of the Board** – Shawna Dunlap
  - iii. **Board Treasurer** – Cynthia Beisner
  - iv. **KPERS Designated Agent** – Cambria Ellis
  - v. **Federal Compliance Officer (Title VI, Title VII, Title IX, ADA, Section504)** – Matt Pounds
  - vi. **Liaison for Homeless and Foster Children** – Matt Pounds
  - vii. **State and Federal Food Service Designate** – Shawna Dunlap
  - viii. **Truancy Officer** – Matt Pounds
  - ix. **Newspaper of Record** – Russell County News
  - x. **Official Depository of School Funds** – Southwind Bank, Natoma KS
  - xi. **Determining Official for Free/Reduced Price Meal Applications** – Shawna Dunlap
  - xii. **Hearing Officer for Free/Reduced Price Meal Application Appeals** – Matt Pounds
  - xiii. **USD 399 Board Attorney** – Bill Jeter
  - xiv. **Special Education Inter-local Representative** – Justin Frye
  - xv. **Smoky Hills Board Representative** – Quentin Maupin
  - xvi. **Idle Funds Agents for USD 399** – Matt Pounds and Cambria Ellis
  - xvii. **Freedom of Information Officer and Criminal Records Officer** – Cambria Ellis
  - xviii. **KASB Governmental Relations Officer** – Matt Pounds
- Melissa Chrisler moved, seconded by Bret Somers, to approve the board designated appointments as listed above. Motion carried, 6-0.

### b. Adopt 1,116-hour calendar

Melissa Chrisler moved, seconded by Justin Frye, to approve the 1,116-hour calendar. Motion carried, 6-0.

### c. Adopt guidelines for activity funds and gate receipts

Kristin Lyle moved, seconded by Melissa Chrisler, to approve the guidelines for activity funds and gate receipts from the previous year. Motion carried, 6-0.

### d. Establish petty cash limits.

Melissa Chrisler moved, seconded by Debra Alexander, to establish petty cash limits of \$1,500. Motion carried, 6-0.

**e. Establish Textbook Rental Fees**

Justin Frye moved, seconded by Melissa Chrisler, to establish textbook rental fees as follows: \$30.00 full pay, \$20.00 for reduced qualification and \$0.00 for free qualification. Motion carried, 6-0.

**f. Establish Mileage Rate for Reimbursement**

Debra Alexander moved, seconded by Justin Frye, to establish the mileage rate for reimbursement as \$0.56 per mile. Motion carried, 6-0.

**g. Adopt annual waiver of requirements for generally accepted accounting principles.**

WHEREAS, the Board of Education of Unified School District 399, Russell County Kansas, has determined that the financial statements and financial reports for the 2021 – 2022 school year to be prepared in conformity with the requirements of K.S.A. 75-1120a are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the board, the unified school district, or the members of the general public of the district; and

WHEREAS, there are no revenue bond ordinances or resolutions or other ordinances or resolutions of said district which required financial statements and financial reports to be prepared in conformity with said act of school year 2021 – 2022;

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of Unified School District No. 399, Russell County, Kansas, in regular meeting duly assembled this 12<sup>th</sup> day of July, 2021, that said board request the Director of Accounts and Reports to waive the requirements of said law as they apply to the unified school district for the school year 2021 – 2022; and

BE IT FURTHER RESOLVED that the said board shall cause its financial statement and financial reports of said 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.

Quentin Maupin moved, seconded by Justin Frye, to approve the annual GAAP Waiver as read. Motion carried, 6-0.

**h. Pass resolution to establish home rule by Board of Education**

WHEREAS, the Board of Education of Unified School District No. 399, Russell 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 acknowledges that the powers granted by law and this resolution 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. 399, Russell County, Kansas, that the board shall exercise the power granted by law and by this resolution.

Quentin Maupin moved, seconded by Justin Frye, to adopt the Resolution to Establish Home Rule by the board of education. Motion carried, 6-0.

**i. Resolution for Destruction of Records**

Quentin Maupin moved, seconded by Debra Alexander, to pass the resolution for destruction of records pursuant to K.S.A. 72-1629 and K.S.A. 72-1630 including 2010-2011 employee records, 2010-2011 payroll records, 2015-2016 accounts payable records, 2015-2016 activity fund payables records, and one-year application files.

Motion carried, 6-0.

**j. Handbooks**

**i. Student Handbook**

**ii. Athletic Handbook**

Justin Frye moved, seconded by Quentin Maupin, to approve the Student and Athletic Handbook as presented. Motion carried, 6-0.

**k. June KASB Policy Updates**

Melissa Chrisler moved, seconded by Justin Frye, to approve the KASB recommended June Policy Updates as presented. Motion carried, 6-0.

**l. Preliminary FY 2022 Budget**

A review of the preliminary budget for FY 2022 was done.

**m. Technology Fee**

Kristin Lyle moved, seconded by Quentin Maupin, to not charge user technology fees for students in grades 6-12 but any damages or lost devices will be paid for up to a maximum of \$200.00. Charges for damages will be at the discretion of the technology coordinator and/or administration. Motion carried, 6-0.

**n. Acceptance of Gift**

Quentin Maupin moved, seconded by Debra Alexander, to accept a gift from the Class of 2021 in the amount of \$3,244.02. Motion carried, 6-0.

**o. Meal Prices – (Adult and Guest)**

Quentin Maupin moved, seconded by Justin Frye, to establish the following meal prices for guests, adults, and milk: Extra Milk - \$0.55, Guest Breakfast - \$2.00, NES aged Guest Lunch - \$2.75. NHS aged Guest Lunch - \$3.25, Adult Lunch - \$3.75. Motion carried, 6-0.

**p. NHS Cheer Uniforms**

Quentin Maupin moved, seconded by Justin Frye, to approve the NHS proposed cheerleading uniform design and purchase from Varsity Spirit in the approximate amount of \$1,888.95. Motion carried, 6-0.

The board took a break from 8:44 to 8:54 p.m.

**X. Personnel (Action and/or Executive Session)**

At 8:54 p.m., Quentin Maupin moved, seconded by Debra Alexander, to enter into executive session with Matt Pounds to discuss contracts pursuant to non-elected personnel exception under KOMA, and the open meeting will resume in the IDL Room at 9:05 p.m. Motion carried, 6-0.

At 9:05 p.m., Quentin Maupin moved, seconded by Justin Frye, to enter into executive session with Matt Pounds to discuss contracts pursuant to non-elected personnel exception under KOMA, and the open meeting will resume in the IDL Room at 9:15 p.m. Motion carried, 6-0.

The board returned to open session at 9:15 p.m.

At 9:18 p.m., Kristin Lyle moved, seconded by Melissa Chrisler, to enter into executive session with Matt Pounds to discuss an individual applicant pursuant to non-elected personnel exception under KOMA, and the open meeting will resume in the IDL Room at 9:30 p.m. Motion carried, 6-0.

The board asked Cambria Ellis to enter executive session at 9:20 to 9:23 p.m.

The board returned to open session at 9:30 p.m.

Justin Frye moved, seconded by Bret Somers, to advertise for a Title I/At Risk Para position. Motion carried, 6-0.

**XI. Negotiations (Action and/or Executive Session)**

**a. Health Insurance**

At 9:32 p.m., Kristin Lyle moved, seconded by Debra Alexander, to enter into executive session with Matt Pounds, Chris Broeckelman, Rhonda Murphy, Shari Paget, Kristi Mettlen, Robert Cox and Cambria Ellis to discuss the negotiated health insurance offering pursuant to the exception for employer-employee negotiations under KOMA and the open meeting will resume in the IDL Classroom at 9:40 p.m. Motion carried, 6-0.

At 9:40 p.m., Kristin Lyle moved, seconded by Debra Alexander, to enter into executive session with Matt Pounds and Cambria Ellis to discuss the negotiated health insurance offering pursuant to the exception for employer-employee negotiations under KOMA and the open meeting will resume in the IDL Classroom at 9:50 p.m. Motion carried, 6-0.

At 9:50 p.m., Kristin Lyle moved, seconded by Debra Alexander, to enter into executive session with Matt Pounds and Cambria Ellis to discuss the negotiated health insurance offering pursuant to the exception for employer-employee negotiations under KOMA and the open meeting will resume in the IDL Classroom at 10:00 p.m. Motion carried, 6-0.

The board returned to open session at 10:00 p.m.

At 10:03 p.m., Kristin Lyle moved, seconded by Debra Alexander, to enter into executive session with Matt Pounds, Chris Broeckelman, Rhonda Murphy, Shari Paget, Kristi Mettlen, Robert Cox and Cambria Ellis to discuss the negotiated health insurance offering pursuant to the exception for employer-employee negotiations under KOMA and the open meeting will resume in the IDL Classroom at 10:06 p.m. Motion carried, 6-0.

The board returned to open session at 10:06 p.m.

Kristin Lyle moved, seconded by Quentin Maupin, to continue with the Grandfathered BCBS Health Insurance plan through Blue Cross Blue Shield and offer the earned years steps pending USD 399 Teacher's Association approval. Motion carried, 6-0.

**XII. Student Matters (Action and/or Executive Session)**

At 10:07 p.m., Kristin Lyle moved, seconded by Quentin Maupin, to enter into executive session with Matt Pounds to discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA and that the open meeting will resume in the IDL Room at 10:11 p.m. Motion carried, 6-0.

**XIII. Adjourn**

Melissa Chrisler moved, seconded by Debra Alexander, to adjourn the meeting at 10:12 p.m. Motion carried, 6-0.

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Board President

Date

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Board Clerk

Date